AMENDMENT OF SOLICITATION/ MODIFICATION OF CONTRACT

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2. Amendment/Modification Number: A04

3. Effective Date: See Block 16C

4. Requisition/Purchase Request No.:

5. Caption: See Block 14.

6. Issued By:
   DISTRICT OF COLUMBIA PUBLIC LIBRARY
   Office of Procurement
   901 G Street, NW - 4th Floor
   Washington, DC 20001

7. Administered By (If other than line 6): [Code]

8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code):

9A. Amendment of Solicitation No.: DCPL-2013-R-0004

9B. Dated: 8/21/2013

10A. Modification of Contract/Order No.:

10B. Dated (See Item 13):

11. This Item Only Applies to Amendments of Solicitations

   The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended X is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning 1 copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. Accounting and Appropriation Data (If Required):

13. This Item Applies Only to Modifications of Contracts/Orders, it modifies the Contract/Order No. as described in Item 14

   A. This change order is issued pursuant to: (Specify Authority)
      The changes set forth in Item 14 are made in the contract/order no. in item 10A.

   B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation date, etc.) set forth in item 14, pursuant to the authority of 27 CRM, Chapter 36, Section 3605.1c

   C. This supplemental agreement is entered into pursuant to authority of:

   D. Other (Specify type of modification and authority)

14. Description of amendment/modification

   Caption: Request for Proposals for Architectural Services for the Renovation and/or Possible Renovation + Addition of the MLK Central Library - Phase 3 Request for Conceptual Designs
   Dated 12/24/13

   The subject solicitation is hereby amended as follows:

   1. See the attached responses to Phase 3 Offeror questions. (Attachment 2)

   2. All other terms and conditions remain the same.

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Except as provided herein, all terms and conditions of the document referenced in Item (9A or 10A) remain unchanged and in full force and effect.

15A. Name and Title of Signer (Type or print): [Signature of person authorized to sign]

15B. Name of Contractor: [Signature of person authorized to sign]

15C. Date Signed: 11/6/14

16A. Name of Contracting Officer: Diane Woodson

16B. District of Columbia: [Signature of Contracting Officer]
January 6, 2014
Amendment No. A04

More Responses to Phase 3 Offeror Questions

Question 13 Can we ask additional questions, in person, at the pre-proposal conference which will be after the Monday, 2pm deadline for questions, per Amendment 3?

Answer Yes.

Question 14 We understand that 1/8"=1' scaled plans and sections are required as part of our submission. However, drawings at this scale are so large (a single plan at this scale is over 45" long), they do not physically fit within any of the specified deliverable formats (Five 24"x36" boards, 20 surfaces of 11"x17" booklet). We are therefore unable to provide plans and sections at 1/8"=1' as the competition instructions have described and requested. Please advise how we should proceed.

Answer The five (5) display boards are to be used for the required renderings (2 interior and 3 exterior) as described in Section 1.2.4.1 Renderings. Plan scale for the 11 x 17 TEC submittal shall be 1/32" = 1'0" or metric equivalent. Concept plans are to be part of the TEC Submittal and presentations.

Question 15 Regarding the Concept Plan TEC Submittal and its 20 surface limitation, can customary pages be excluded from that count, such as: Front and Back Covers, Cover Letter, Table of Contents, Tabs, Signed Amendments from your office, etc.?

Answer Yes. However the back cover, table of contents and tabs shall not contain any images.

Question 16a Is the content of the oral presentation limited to that contained within the 20 surfaces of the booklet, and five boards?
The oral presentation shall be reflective of the TEC submittal and rendering boards. Offerors may include slides that discuss the process for development of a particular plan or rendering (ie. images of hand sketches, precedent images, or form models etc). No additional final images, fly through, or plans shall be shown in the presentation that are not in the TEC submittal.

If so, how are we to present a brief “Overview of Offeror Credentials”?

Offerors may show slides of their credentials. Offerors are reminded that each presentation has a time limit and primary focus should be on the concept designs.

May content from the previously submitted RFQ and RFP booklets be included in the oral presentation?

No.

Can a PowerPoint be used during the Presentation/Interviews?

Yes.

Will a projector be set up?

No. Offerors shall supply their own projectors for the presentations and interviews.

If a PowerPoint slideshow is permitted during the presentations / interviews, may we rearrange the display size of text and images for audience legibility? Please advise if this is acceptable.

Yes.

Are the 5 presentation boards submitted on Feb 7 to be on display along with the model in the Great Hall?
Answer: Yes.

Question 19b: If so, please advise if we need to provide an additional set of boards to bring with us for the oral presentations, or if the original boards we submit will be brought to the oral presentations for reference.

Answer: The 5 presentation boards displayed in the Great Hall will also be used in the oral presentations.

Question 20: Can the 5 boards be oriented either landscape or portrait?

Answer: Boards may be oriented in either landscape or portrait.

Question 21: Please provide more information about how the boards will be mounted / supported during: 1. The Public Display period in the Great Hall, and 2. The Presentation/Interviews. Will there be, for instance, a fixed ledge allowing them to rest against a wall, or a wall or sturdy vertical surface (such as a moving partition) to which they are mounted, or easels? Can the team provide its own support system for the boards to be used in the Great Hall and the presentation room?

Answer: Offerors shall provide their own mounting and supports of their choice for the boards during display in the Great Hall and during the oral presentations.

Question 22a: Will each team be responsible for moving their own models and/or boards from the Great Hall to the presentation room and set up before each of the 5 presentations?

Answer: Yes.

Question 22b: What is the time for set-up anticipated to be?

Answer: Approximately 20 minutes will be provided for set up.

Question 23: How will the models be supported? What height podium or table will be provided for the models to rest on? How will models be protected from damage/touching during public display in the Great Hall? Will a plexi-glass enclosure be provided? Can the team provide its own?
Answer  
The models, mounted on one (1) base shall be self supporting and will be placed on a standard height folding table. Offerors shall provide a plexiglass enclosure for display period in the Great Hall.

Question 24  
Can we have clarification on the dates/times for access to the building for detailed tours/inspection? Can specific times be arranged now, so that flights for out of town team members can be coordinated?

Answer  
Building tours will conducted during normal business hours on January 7th through January 13th. Tours shall be scheduled in advance by calling Jeff Bonvechio, 202.442.6070 or Chris Wright 202.727.4913.

Question 25  
With regard to the Autocad files provided for the site survey and existing building plans, there seem to be missing image files. Several sheets are incomplete. Can those images/files please be provided?

Answer  
CAD files were developed by The Georgetown Design Group. Please contact either Mokhless Al-Hariri or Andrea Mango at:

The Georgetown Design Group, Inc.  
1920 N Street NW, Suite 100  
Washington, DC 20036  
Tel: (202) 857-0060 Fax (202) 857-0089  
malhariri@gdgcrrp.com or Amango@gdgcrrp.com

Question 26  
The model scale of 1/12" = 1'-0" is unusual and non-standard in both imperial and metric units. Would DCPL also accept 1/16" = 1'-0" for the following reasons: 1) the scale correlates to a standard metric scale of 1:200; 2) the scale better correlates to available material sizes and thicknesses; and 3) scale figures, scale trees and scale vehicles are readily available at 1/16" and 1:200 scales.

Answer  
Both models shall be scaled at 1/16" = 1'-0".
Question 27

Under Technical Parameters for the Conceptual Plans, the requirements state that "the Offeror shall mount the same concept plans on five (5) 24" X 36" boards." We have the following two questions:

- Are there to be five (5) boards for each of the two concept plans (library and mixed-use) or is it five (5) boards for both concept plans combined?
- At a minimum, this would require 10 plans (2 below grade, 4 above grade, 3 additional floors, roof plan), a site plan, 2 building sections, and 5 renderings. Given the 1/8" = 1'0" scale requirements how are we to fit this information on the stated number of boards?

Answer

Please see response to Question 14.

Question 27

In the previous response to Specific Questions/Clarifications about the Phase 3 Materials: Question 7: the response states that "submissions can be reduced to meet the requirements but all should be at 1/8" = 1'." A single floor plan at 1/8" = 1'-0" scale is approximately 46" X 24" without any context, or margins. A single plan will not fit on the 24" X 36" board much less 10 plans (plus additional drawing requirements) on 5 boards. Could you please clarify the intent of scale and board count?

Answer

Concept plans shall be included in the TEC submittal at a scale of 1/32" = 1'0" or metric equivalent.