

July 31, 2025

Orange County Library System

Orlando, FL

REQUEST FOR QUALIFICATIONS (RFQ) OCLS RFQ Master Plan 25-004

QUESTIONS & ANSWERS

1. **Question:** Can you tell us who prepared the 2024-2029 Strategic Plan for OCLS?

Answer: FastForward Libraries

2. **Question:** Is the full 2024-2029 Strategic Plan available to download?

Answer: Strategic Plan - Orange County Library System

3. **Question:** Does the Library / County already have demographic data and population projection information for the next 10-20 years, or should the consultant plan to provide this information?

Answer: There are population projections for Orange County and the city of Orlando from various organizations, Orange County and the City of Orlando. The consultant is expected to conduct research and provide a comprehensive report based on their findings and research.

4. **Question:** Would the Library / County be able to provide access to County GIS maps (if available)?

Answer: Orange County has the following link that includes interactive mapping and GIS Data downloads, as well as contact email and phone number for further questions.

<https://www.orangecountyfl.net/PlanningDevelopment/InteractiveMapping.aspx>

5. **Question:** The RFQ does not outline any requirements or expectations around community engagement. Does OCLS have any specific thoughts around community engagement or are you leaving that up to the responding teams?

Answer: OCLS will work with the consultant to determine if and what type of community engagement is necessary and how to execute it.

Consultants are encouraged to outline a community engagement plan as part of their submission.

6. **Question:** It's our understanding that OCLS has a strong facilities standards document. If that is correct, is updating that document included in your desired deliverables, whether partially or fully updated?

Answer: OCLS has "Building Standard Design Guidelines." Updating this document is not a required deliverable.

7. **Question:** Are there accurate existing drawings for all existing facilities (Including Structural, architectural, site/civil and MEP)?

Answer: OCLS has some structural, architectural, site/civil and MEP for some of our locations, but not for all. This is due to some of the locations being leased and others being freestanding and constructed by OCLS.

8. **Question:** Please confirm if cost estimating services are required per comments in Section B: Facilities Maintenance and Repair Plan section.

Answer: Yes