

Q&A Responses

Will this consultant have any responsibility for raising funds for future content development?

No. We have an internal fundraising arm. We will need to give them notice of our forecasted budget by this June or July, but we do not see the consultant being a part of any fundraising efforts.

Is there an estimated budget for content creation/programming/additional equipment?

No, we are asking that the consultant help create that budget as part of the project deliverables.

You mentioned working with the County's IT consultants. Will this consultant be expected to meet with them as well?

Yes, it is very likely. However, the Library will take all responsibility for scheduling those meetings.

Can a firm submit ideas and suggestions for content as part of the proposal?

Yes, any design or content is welcome as part of the proposal. However, please submit any pricing or budget in a separate line/section from consultant fees.

What length of time should the consultant create the plan for, regarding sustainability and future refresh/renewed equipment?

While there isn't a set timeframe, the goal is to keep the Immersive Theater and DigiViz content fresh and new, so suggestions for optimal timeframes and budgeting are welcomed as part of the consultant's work.

What kind of integration of the Innovation Lab are you looking for with the other two spaces?

Most likely programmatic (for example: using a 3D printer to recreate elements found in the Immersive Theater, artists presentations or workshops, etc.).

Where will community engagement take place, if the library will not be open during this process?

We have 21 branches that are able to test user experience, along with data sets from recent planning work that outline previous community engagement. The Library also has stakeholders and partners readily available for additional engagement and prototyping.

What are the specific specs of the screens in the DigiViz Lab?

The only confirmed specs we have for any of the spaces currently are the ones listed on page 5 of the RFP. These have been budgeted for but not yet purchased.

Are additional hardware installations and changes allowable?

There is likely room for some additional equipment and adjustments of the currently proposed hardware, dependent on funding. However, no structural or spatial design changes are possible at this phase of the project.

Is there a draft version of the contract that would have to be used for this engagement that you are able to provide for our review?

Charlotte Mecklenburg Library has a form contract that can be reviewed [here]. This will be completed with the details and outline of the winning proposal.

Please confirm this scope of work is for an initial strategy phase, which will be then followed by design & procurement phases (physical systems, content production) not included in this scope of work.

Based on the proposals received, there may be overlap of these phases in the consultant's process or work. Strategy and technical expertise are the primary initial focus; vendors who submit proposals are welcome to submit additional activities and steps they believe fulfill the request for proposals as outlined.

Please clarify the design scope of the current AV consultant, and if possible provide details on what systems have already been designed for the 3 spaces in scope.

There is currently no consultant assigned to this project. Initial concepts and consulting were received in the early years of planning, but time and other variables necessitate a new approach. These legacy materials may be shared with the chosen consultant for context but are not expected to inform the overall direction of the project going forward. Any dedicated systems and equipment for the spaces currently budgeted for can be found on page 5 of the RFP.