



**CITY OF MEMPHIS
REQUEST FOR QUALIFICATIONS**

#51999-2

Cossitt Library Cafe

Addendum #1

Questions & Answers

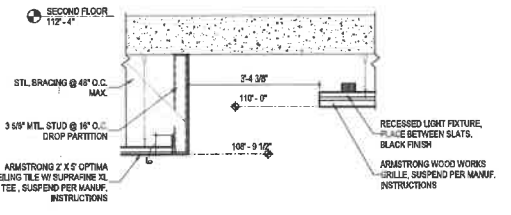
Except to remove vendor names and addresses, questions are provided exactly as submitted.

#	Section	Question / Answer
1	Q	What are the specific rules of operation for the café that the vendor should be aware of?
1	A	Vendor operator and employees shall abide by the general standards of conduct of library facilities to which all visitors are subject, as outlined in the Library's Customer Behavior Guidelines. Normal library guidelines, which can be found at https://www.memphislibrary.org/library-services-and-covid-19/
2	Q	What are the hours of operation? Will the café only be able to operate while the library itself is open for business?
2	A	Normal library hours will be M-F 10-8pm, Saturday 10-6pm. However, due to the pandemic, the current library hours (pandemic) are 10-6pm Monday – Friday. We are not sure when these hours will change. The café will only be able to operate during library hours.
3	Q	Are there any mandatory elements of the space that the vendor should be aware of?
3	A	Nothing beyond what has been posted in the RFQ
4	Q	Will the vendor own its own programming calendar, or will the city host events in the café space that the vendor should be aware of?
4	A	The vendor will have its own programming calendar. Our desire is that some of those programs (1 per month) be done with Cossitt library staff.
5	Q	Are there any specific qualities to the programming that the city is requiring?
5	A	All programming should be free, open, and accessible to all. We understand that the vendor will charge for food items and services provided, but access to the building will always need to be free. Additionally, we would like the vendor to offer a range of price points for whatever food items will be offered. This is to ensure that anyone who comes in the door could enjoy an item in the café.
6	Q	Are there any renderings, drawings or plans available of the inside of the designated space ?
6	A	Yes, see the attachment.
7	Q	Are there any renderings, drawings or plans available of the outside of the designated space ?

7	A	Yes, see the attachment.
8	Q	Are you able to share the renderings, drawing or plans for the inside or outside of the space?
8	A	Yes, see the attachment.
9	Q	If you are unable to share them, is there someplace we can find them?
9	A	See answers 6-8
10	Q	What are the rules of operation for the inside of the space?
10	A	The vendor will act be expected to provide, without the MPL assistance, all staffing, equipment, marketing, routine maintenance and repairs and services for the complete operation and maintenance of the cafe. The vendor will need to operate within the branch hours. Vendor operator and employees shall abide by the general standards of conduct of library facilities to which all visitors are subject, as outlined in the Library's Customer Behavior Guidelines. Normal library guidelines, which can be found at https://www.memphislibrary.org/library-services-and-covid-19/
11	Q	What are the rules of operation for outside of the space?
11	A	Normal library guidelines, which can be found at https://www.memphislibrary.org/library-services-and-covid-19/
12	Q	What are the proposed hours of operation? Including days of the week.
12	A	Normal library hours will be M-F 10-8pm, Saturday 10-6pm. However, due to the pandemic, the current library hours (pandemic) are 10-6pm Monday – Friday. We are not sure when hours will change. The café will only be able to operate during library hours.
13	Q	Can programming be facilitated outside of the hours of operation?
13	A	Not at this time. However, we may be able to revisit this as a possibility at a future time during the lease.
14	Q	Will equipment needs be part of evaluation?
14	A	Yes.

- ⊙ ○ PENDANT FIXTURES, SEE ELEC.
- ⊠ LINEAR LED FIXTURE, SEE ELEC.
- ⊞ DIFFUSER, SEE MECH.
- ▨ 2' X 5' ACOUSTICAL CEILING
- ▩ WOODWORKS GRILLE
- ▨ GYPSUM BOARD
- DOWNLIGHT, SEE ELEC.
- WALL SCONCE, SEE ELEC.

1E REFLECTED CEILING PLAN LEGEND
1/8" = 1'-0"



1D SUSPENDED CEILING DETAIL
3/4" = 1'-0"

CEILING PLAN GENERAL NOTES

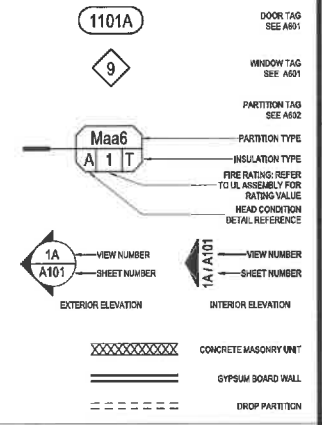
- 1 HEIGHTS NOTED ARE RELATIVE TO FINISHED FLOOR BELOW.
- 2 ALL DECORATIVE LIGHTING STEM LENGTHS AND SUSPENDED CEILING CLOUD HEIGHTS ARE TO BE CONFIRMED WITH DESIGNER PRIOR TO INSTALLATION.
- 3 SWITCHES AND DIMMERS SHALL BE GANGED TOGETHER UNDER ONE SWITCH PLATE WHERE MULTIPLE DEVICES OCCUR AT ONE LOCATION. REF. ELECTRICAL DOCUMENTS IF FURTHER CLARIFICATION IS REQUIRED.
- 4 LOCATE RECESSED DOWNLIGHTS AND WALL WASH FIXTURES IN CENTER OF CEILING TILES U.O.A.
- 5 COMPLY WITH IBC - SEISMIC D REQUIREMENTS FOR BRACING CEILING COMPONENTS.
- 6 PROVIDE SHOP DRAWINGS THAT INCLUDE CONTROL JOINT DETAILS AND CEILING COMPONENTS. PROVIDE SHOP DRAWINGS PRIOR TO BEGINNING INSTALLATION.
- 7 PROVIDE SHOP DRAWINGS THAT INCLUDE FIRE HORNS AND STROBES, SENSORS, SPEAKERS, AV & FIRE PROTECTION EQUIPMENT AND OTHER CEILING MOUNTED DEVICES. PROVIDE SHOP DRAWINGS PRIOR TO BEGINNING INSTALLATION.

CEILING PLAN KEYNOTES

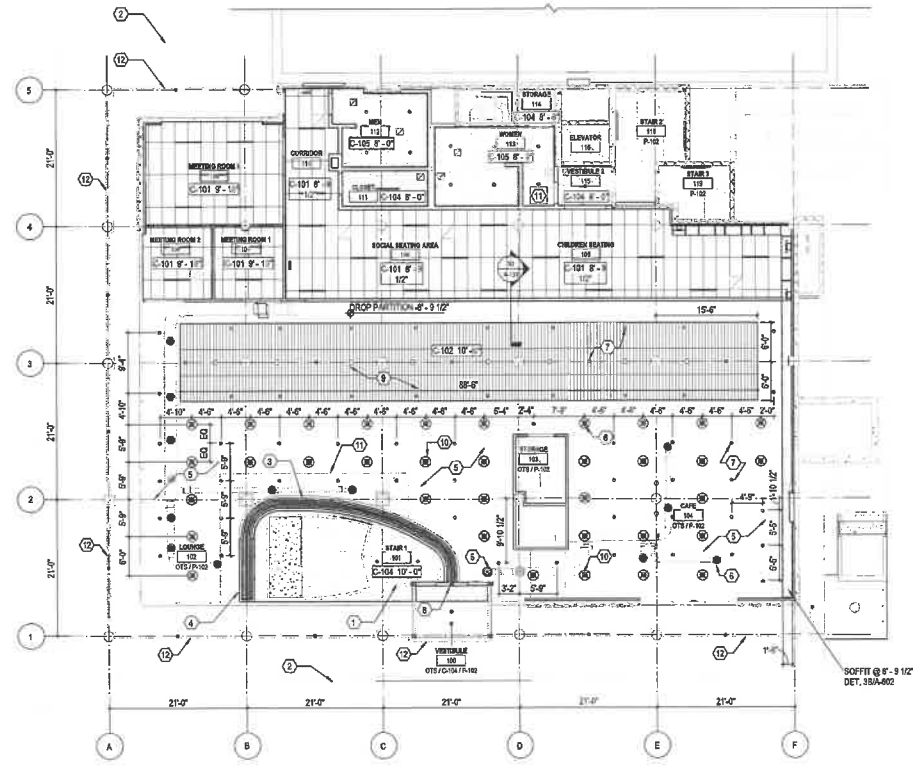
- 1 NON-FIRE RATED GYPSUM BOARD CEILING-PAINTED.
- 2 CANOPY ABOVE
- 3 FIRE RATED PARTITION - SEE 1A-A-501
- 4 PARTITION POCKET-SEE 30A-501
- 5 OPEN TO STRUCTURE - PAINTED
- 6 AIR TERMINAL AND DUCT, SEE MECH.
- 7 LIGHTING, SEE ELEC.
- 8 RECESSED STYRENE - SEE 30A-501
- 9 ARMSTRONG WOODWORKS SUSPENDED CEILING GRILLE
- 10 LIGHTING PENDANT - SEE ELEC.
- 11 30" X 30" CEILING ACCESS PANEL.
- 12 BRANSMETAL CONDUIT RACEWAY MOUNTED TO UNDERSIDE OF CANOPY. MATCH THICKNESS TO DEPTH OF JUNCTION BOX. MATCH WIDTH TO DIAMETER OF LIGHTING FIXTURE MOUNT. BRACE METAL JOINTS TO OCCUR AT LIGHT FIXTURES AND WITHIN 4" OF COLUMNS. CHALK JOINT BETWEEN RACEWAY AND CANOPY. PAINT TO MATCH CANOPY.

FLOOR PLAN KEYNOTES

- 1 REMOVE PIN MOUNTED LETTERS AND PATCH WALL TO MATCH EXISTING ADJACENT SURFACE.
- 2 CANOPY ABOVE
- 3 ROOM TO BE ABANDONED IN PLACE.
- 4 ELEVATOR SHAFT WALL INFILL BY OTHERS, N.L.C.
- 5 INFILL OPENING W/ 3-HOUR FIRE RATED SHAFT WALL
- 6 ALIGN NEW WALL TO EXISTING
- 7 NEW COLLAR FOR STAIR LANDING ABOVE
- 8 CLEAN ALL EXISTING GLASS BOTH SIDES
- 9 CLEAN ALL EXTERIOR SURFACES WITHIN DEFINED WORK AREA, INCLUDING BUT NOT LIMITED TO BLOCK, BRICK, TILE, GRANITE, ALUMINUM AND GLASS, WITH APPROPRIATE DETERGENTS. FOLLOW MANUFACTURERS RECOMMENDATIONS WITH REGARD TO DILUTION OF PRODUCTS WITH WATER AND APPLICATION (I.E. SPRAYER OR PRESSURE WASHER). ENSURE CLEANING EFFORTS WILL NOT STAIN OR OTHERWISE DAMAGE EXISTING FINISHES.
- 10 CUSTOM BUILT BANQUETTE (N.L.C.) G.C. TO COORD. PLACEMENT OF POWER AND DATA RECEPTACLES IN FRONT PANEL.
- 11 ACCENT WALL. SEE ROOM FINISH SCHEDULE ON SHEET A-A-601 FOR PAINT AND WALL BASE COLOR.
- 12 SEE 1B & 10A-902 FOR FINISH AT EXISTING COLUMNS.

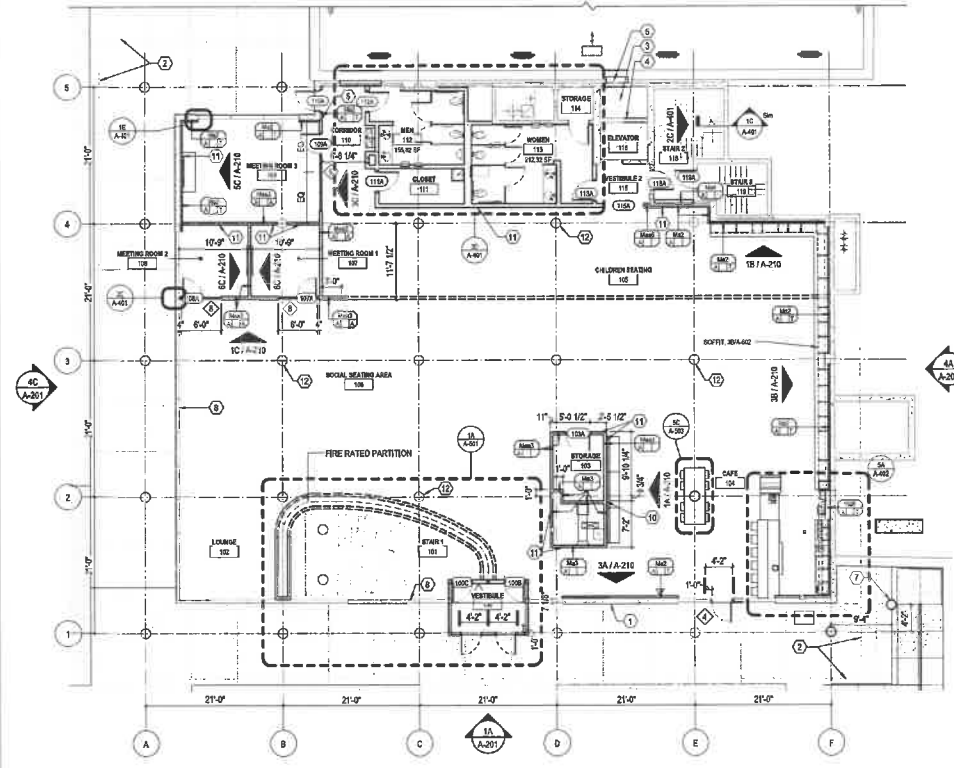


ADJACENT BUILDING



1A REFLECTED CEILING PLAN - 1ST FLOOR
1/8" = 1'-0"

ADJACENT BUILDING



4A FLOOR PLAN - 1ST FLOOR
1/8" = 1'-0"

REVISIONS

NO.	DESCRIPTION	DATE
1	ISSUE FOR PERMIT	11/15/2019
2	ISSUE FOR PERMIT	11/15/2019
3	ISSUE FOR PERMIT	11/15/2019
4	ISSUE FOR PERMIT	11/15/2019
5	ISSUE FOR PERMIT	11/15/2019
6	ISSUE FOR PERMIT	11/15/2019
7	ISSUE FOR PERMIT	11/15/2019
8	ISSUE FOR PERMIT	11/15/2019
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99	ISSUE FOR PERMIT	11/15/2019
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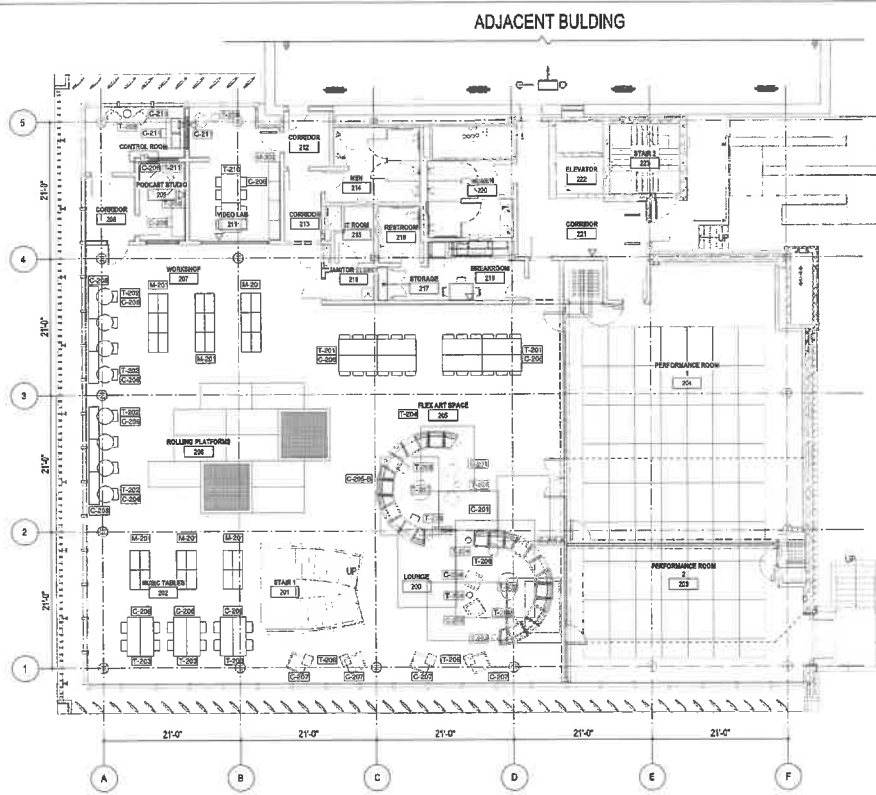
COSSITT LIBRARY RENOVATIONS
33 SOUTH FRONT STREET
MEMPHIS, TN, 38103

SEAL:

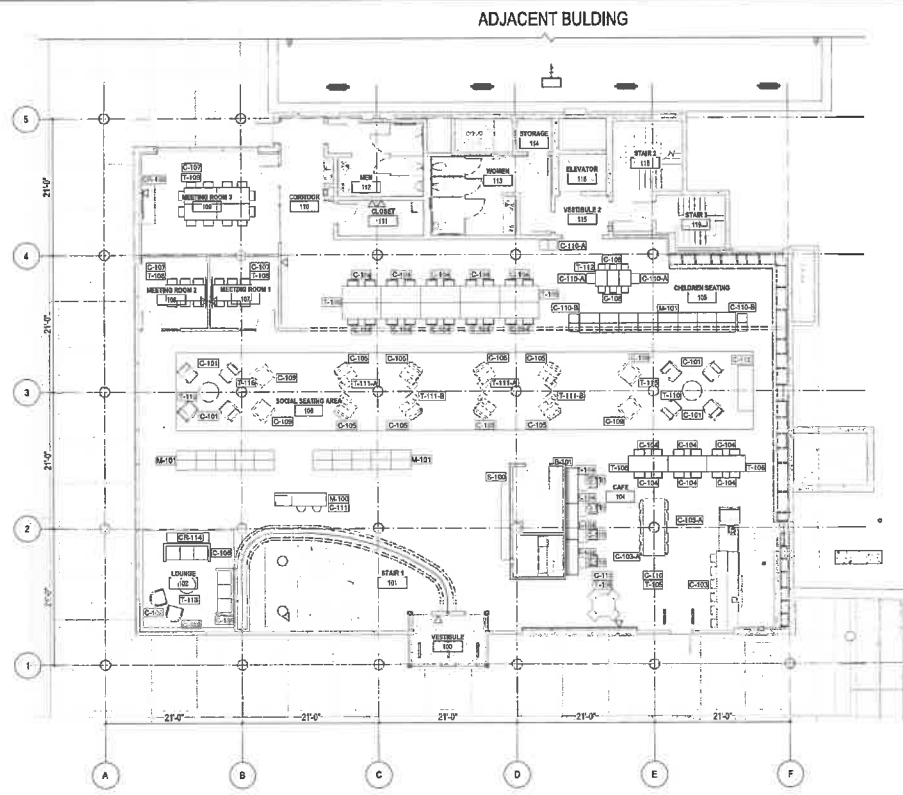
SHEET NUMBER:
A-131

DESCRIPTION:
FIRST FLOOR

NOTE:
FURNITURE PLANS PROVIDED FOR REFERENCE ONLY. COORDINATE FURNITURE INSTALLATION AND
LOCATION OF ELECTRICAL FIXTURES. NOTIFY ARCHITECT OF ANY DISCREPANCIES OBSERVED IN FIELD.



1A FLOOR PLAN - 2ND FLOOR FURNITURE PLAN
1/8" = 1'-0"



4A FLOOR PLAN - 1ST FLOOR FURNITURE PLAN
1/8" = 1'-0"

NO.	DESCRIPTION	DATE

PROJECT #: 25150.04
DATE: NOVEMBER 15, 2019
DRAWN BY: Author
DESIGNER: Designer
CHECKED BY: Checker



COSSITT LIBRARY RENOVATIONS

33 SOUTH FRONT STREET
MEMPHIS, TN. 38103

SCALE:

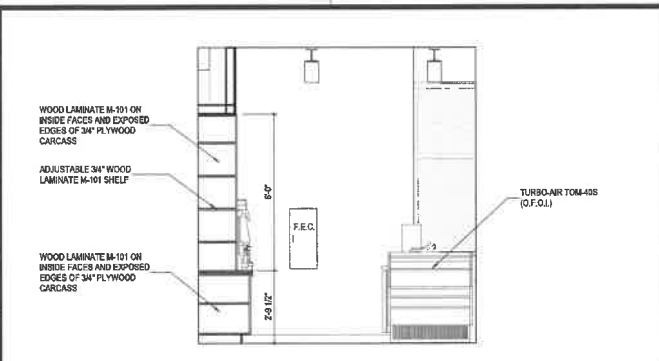
SHEET NUMBER:

A-141

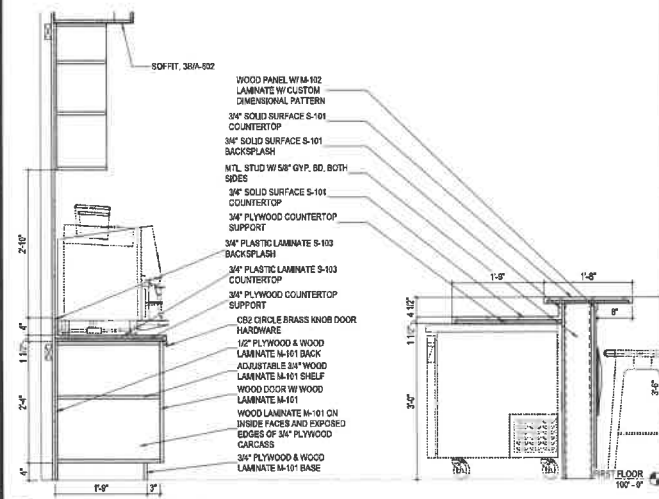
DESCRIPTION:
FURNITURE PLAN

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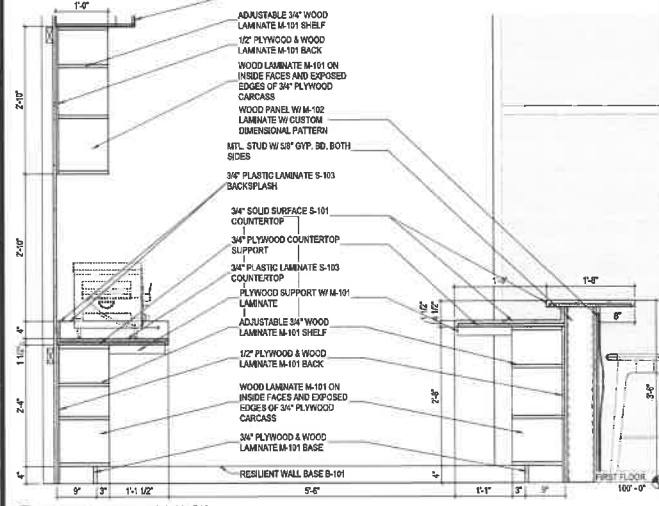
10/25/2020 2:46:24 PM C:\Users\mcd\Documents\2020_25103\A_Cossitt_Library_Construction\Sheet\A-402.rvt



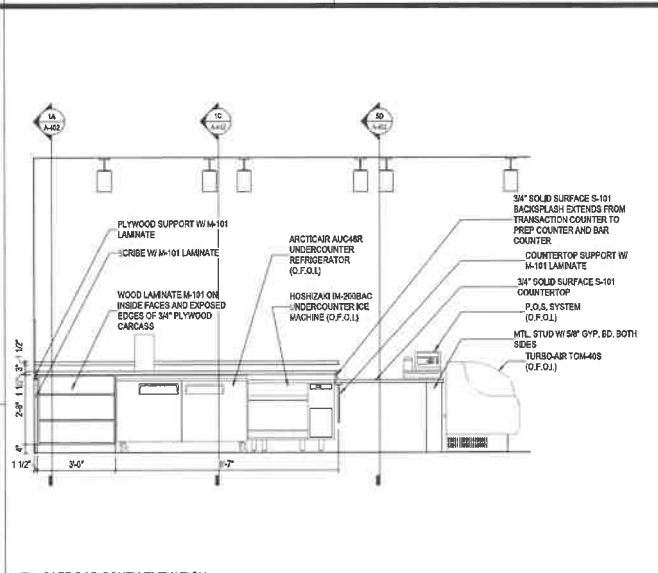
1E CAFE BAR EAST ELEVATION
1/2" = 1'-0"



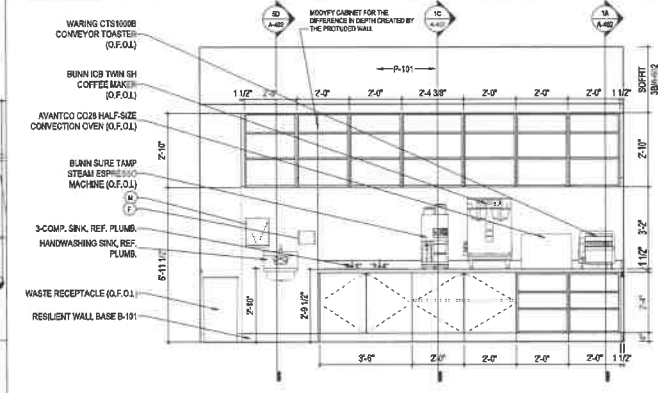
1C SECTION AT CAFE MILLWORK
1" = 1'-0"



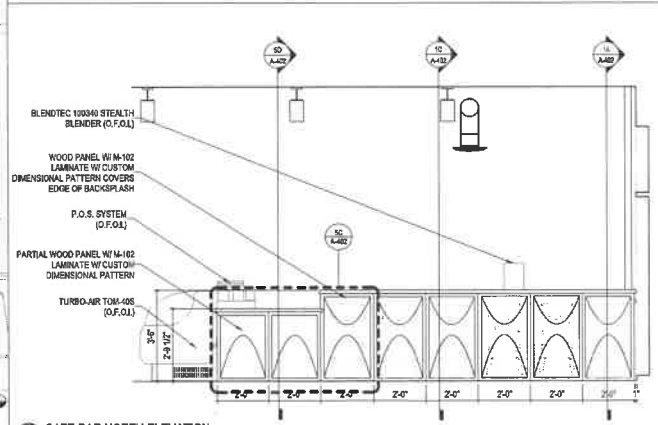
1A SECTION AT CAFE MILLWORK
1" = 1'-0"



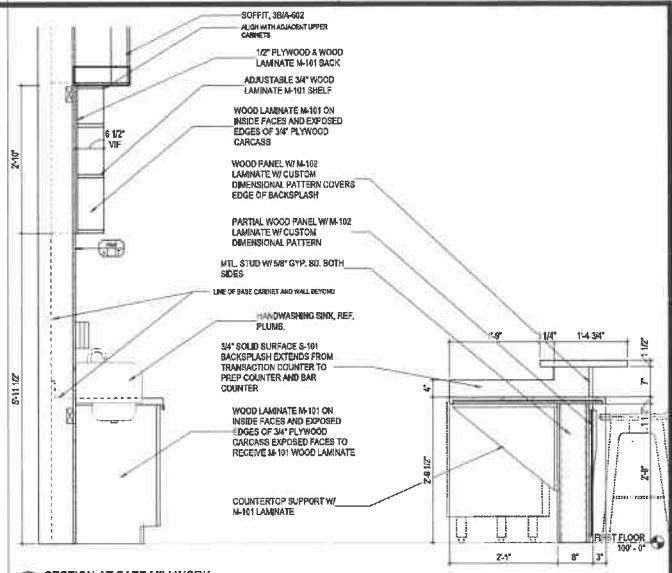
3D CAFE BAR SOUTH ELEVATION
1/2" = 1'-0"



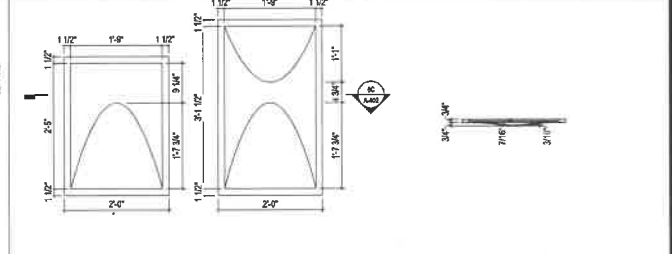
3B CAFE NORTH ELEVATION
1/2" = 1'-0"



3A CAFE BAR NORTH ELEVATION
1/2" = 1'-0"



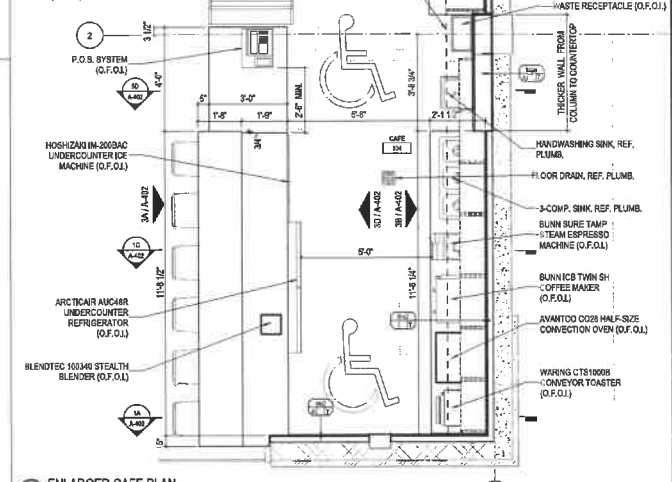
5D SECTION AT CAFE MILLWORK
1" = 1'-0"



5C DIMENSIONAL WOOD PANEL DETAIL
1" = 1'-0"



5C DIMENSIONAL PANEL PLAN DETAIL
1" = 1'-0"



5A ENLARGED CAFE PLAN
1/2" = 1'-0"

REVISIONS	
NO.	DESCRIPTION

PROJECT #: 25103.01
 DATE: NOVEMBER 16, 2019
 DRAWN BY: CHP
 DESIGNER: CHP
 CHECKED BY: TM


Pickering
 Pickering, Inc.
 333 SOUTH FRONT STREET
 MEMPHIS, TN 38103
 (901) 525-1100
 www.pickeringinc.com

COSSITT LIBRARY RENOVATIONS
 33 SOUTH FRONT STREET
 MEMPHIS, TN, 38103

SEAL: _____

SHEET NUMBER:
A-402

DESCRIPTION:
 CAFE ENLARGED PLANS
 AND DETAILS



MEMPHIS

COSSITT LIBRARY

Learn + Create + Engage

COSSITT LIBRARY
Marketing Package - 2017

GROUNDWELL

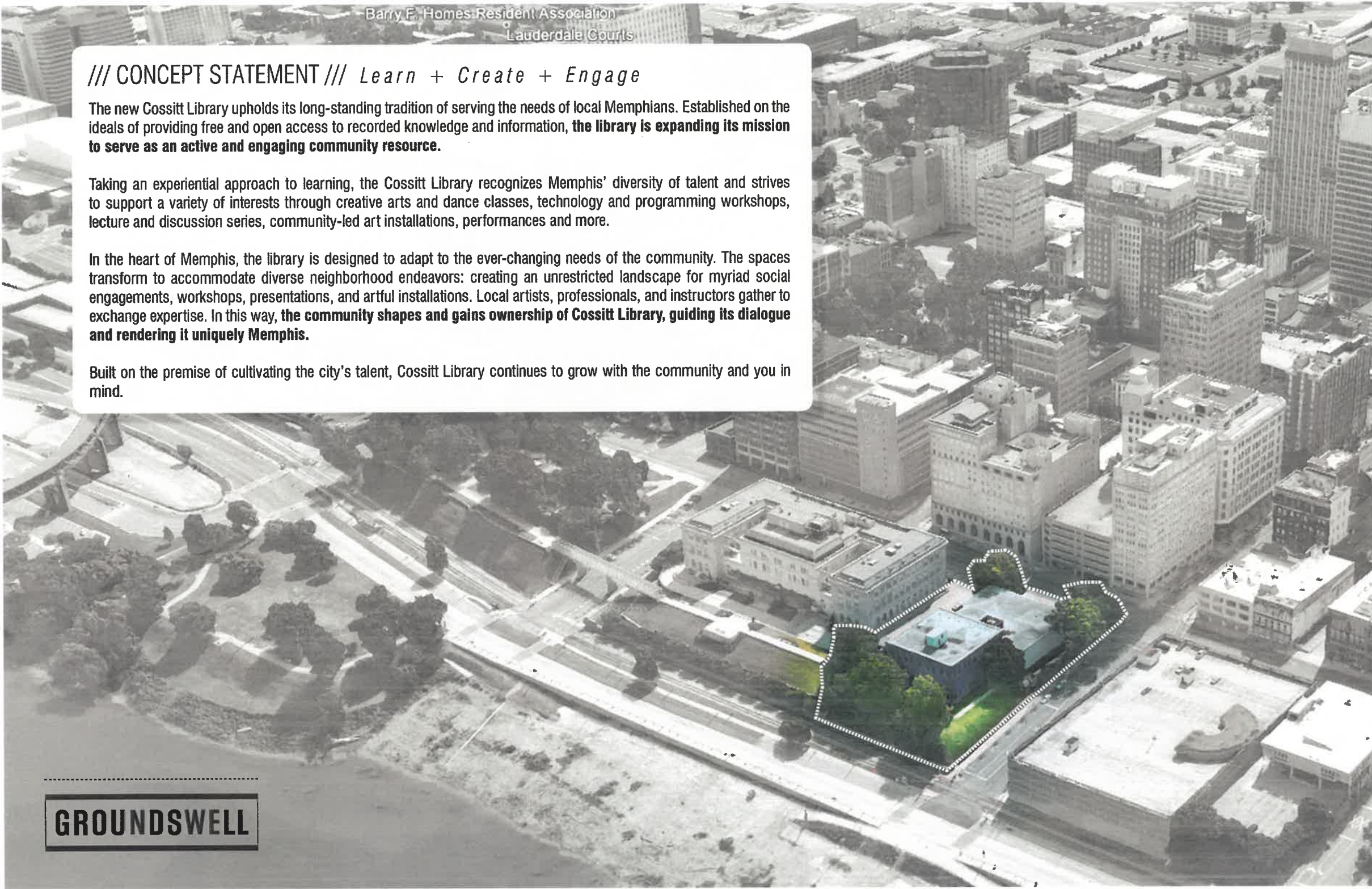
/// CONCEPT STATEMENT /// *Learn + Create + Engage*

The new Cossitt Library upholds its long-standing tradition of serving the needs of local Memphians. Established on the ideals of providing free and open access to recorded knowledge and information, **the library is expanding its mission to serve as an active and engaging community resource.**

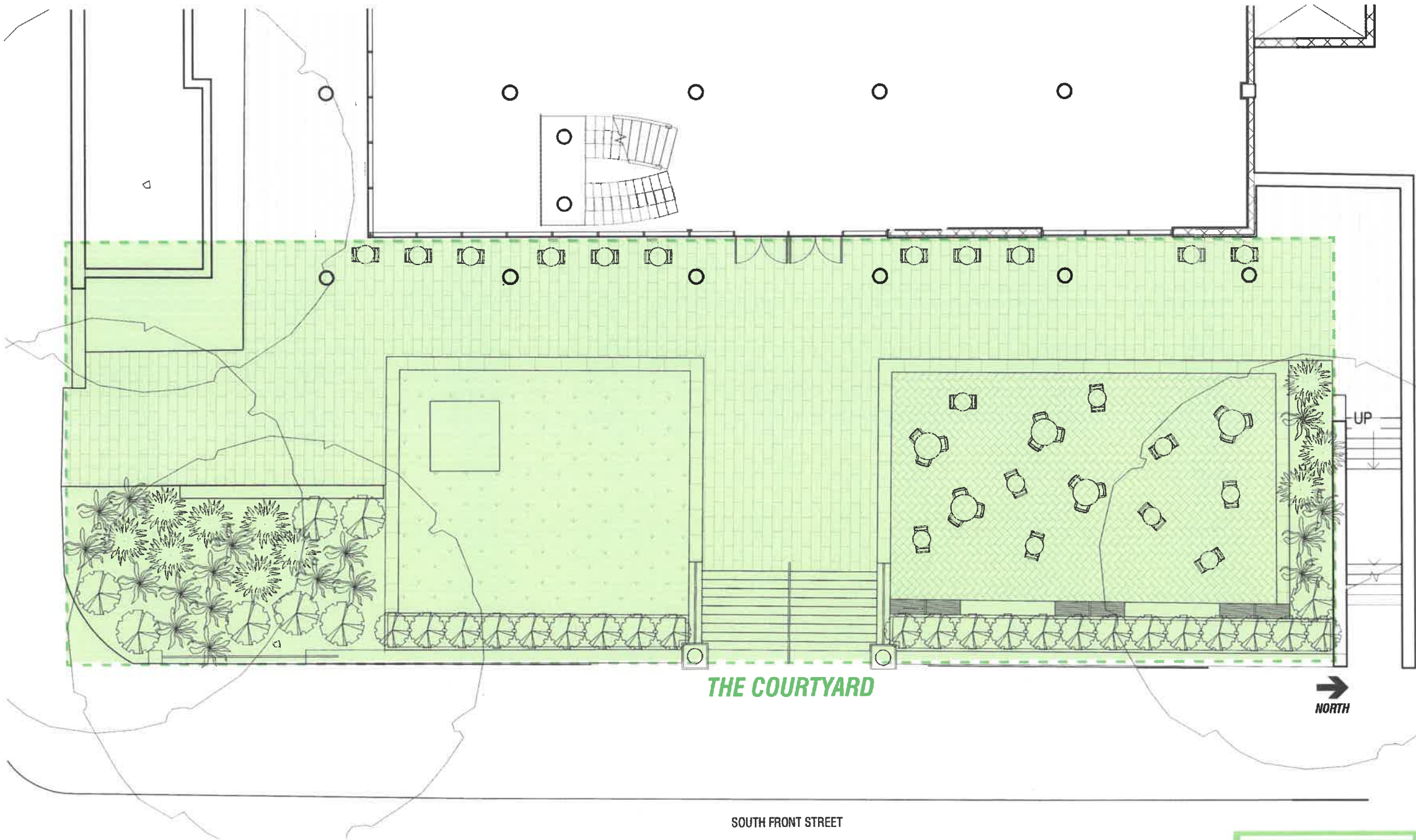
Taking an experiential approach to learning, the Cossitt Library recognizes Memphis' diversity of talent and strives to support a variety of interests through creative arts and dance classes, technology and programming workshops, lecture and discussion series, community-led art installations, performances and more.

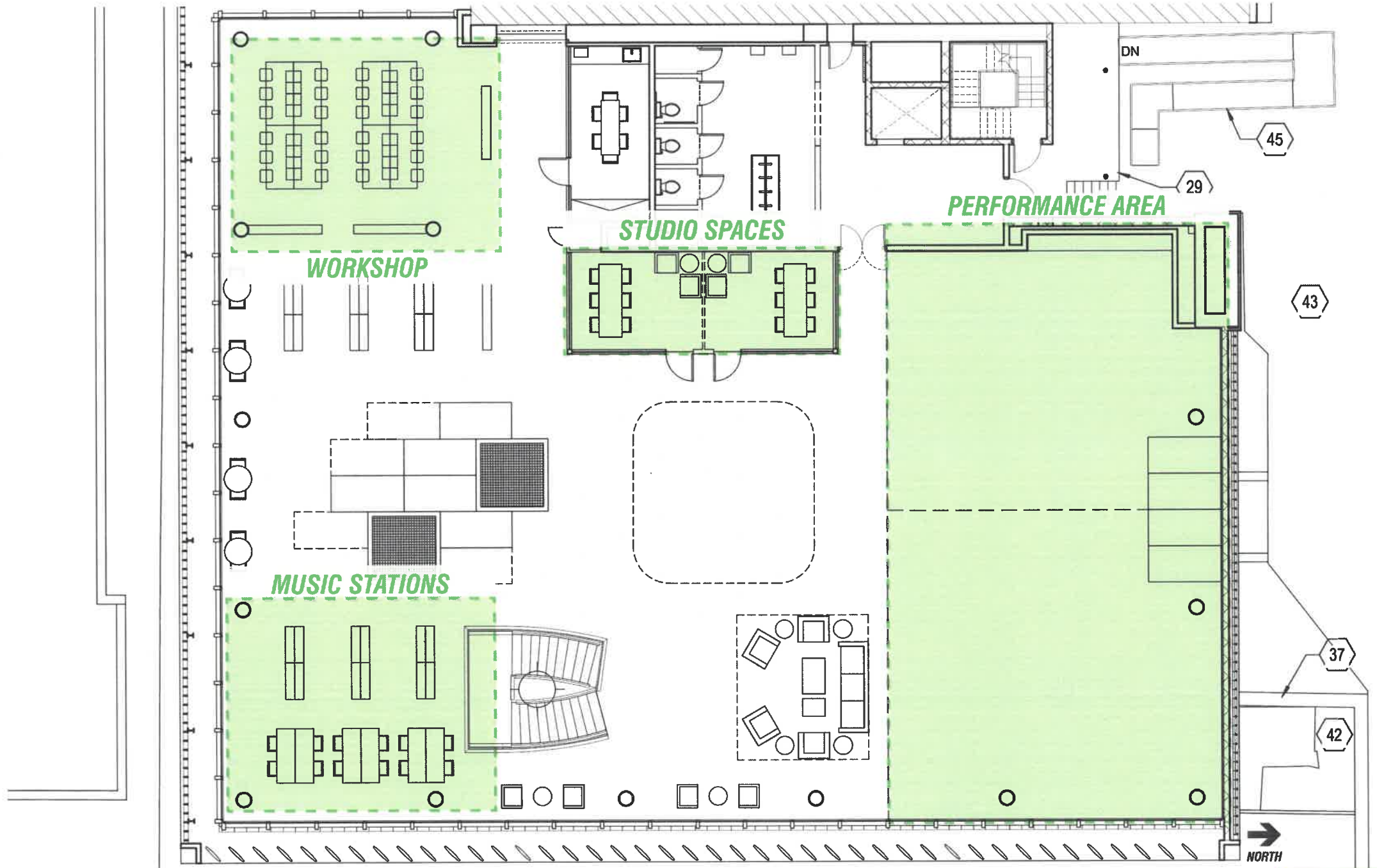
In the heart of Memphis, the library is designed to adapt to the ever-changing needs of the community. The spaces transform to accommodate diverse neighborhood endeavors: creating an unrestricted landscape for myriad social engagements, workshops, presentations, and artful installations. Local artists, professionals, and instructors gather to exchange expertise. In this way, **the community shapes and gains ownership of Cossitt Library, guiding its dialogue and rendering it uniquely Memphis.**

Built on the premise of cultivating the city's talent, Cossitt Library continues to grow with the community and you in mind.



FLOOR PLANS



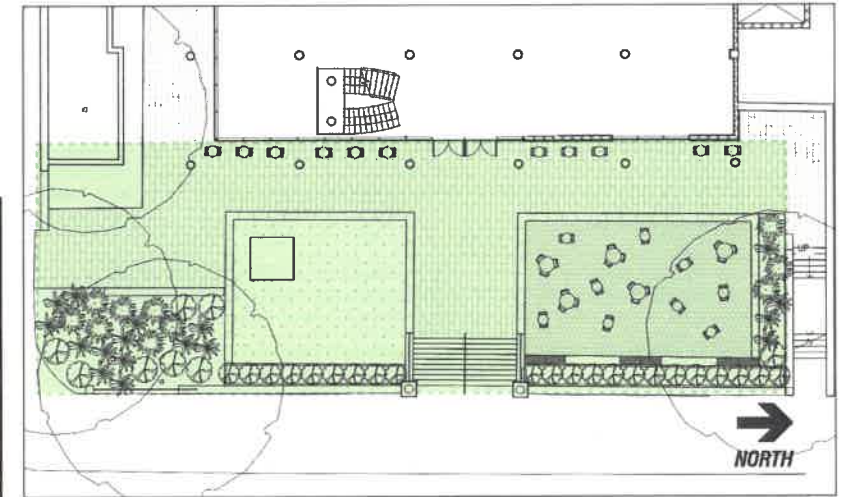


KEY FEATURES

THE COURTYARD

As both the main entrance from Front Street and a welcoming outdoor gathering space, the courtyard serves as an intimate public green-space and a platform for integrated programming. The courtyard features artful lighting, a plinth for changing art installations, updated paving, social seating and a grand staircase that connects Front Street directly to the front doors.

Area: approximately 6,700 SF.

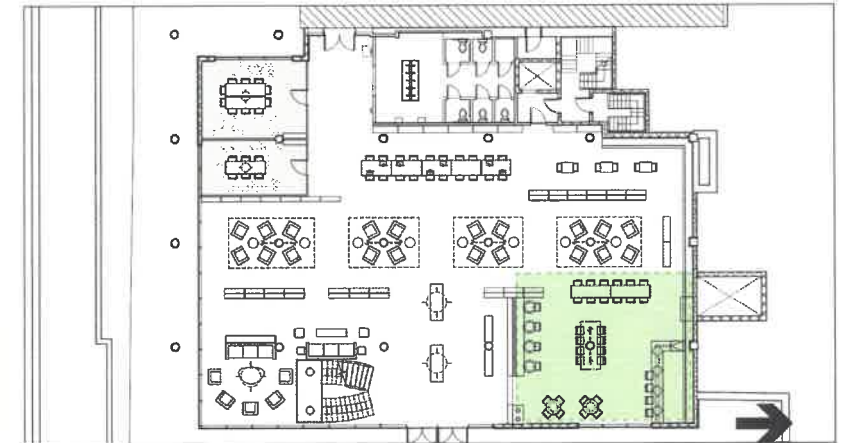


Courtyard Plan // not to scale

THE CAFÉ

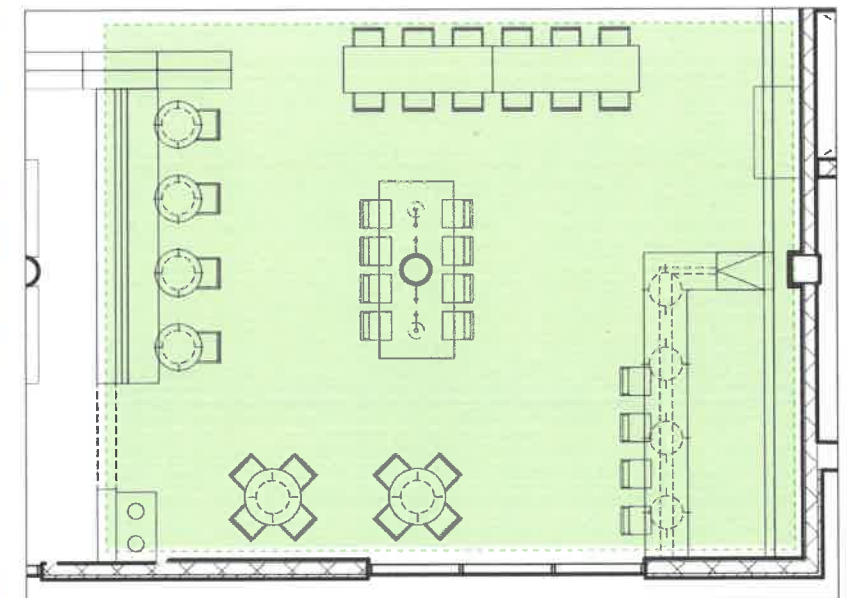
The café is a culinary incubator that calls local chefs and restaurateurs to present a changing menu of fare seasonally. It is equipped with the required electronic appliances to support the presentation of simple and prepared artisan foods and drinks. The Café dining area opens directly to the courtyard for added connectivity.

Area: approximately 950 SF.



First Floor Plan // not to scale

NORTH

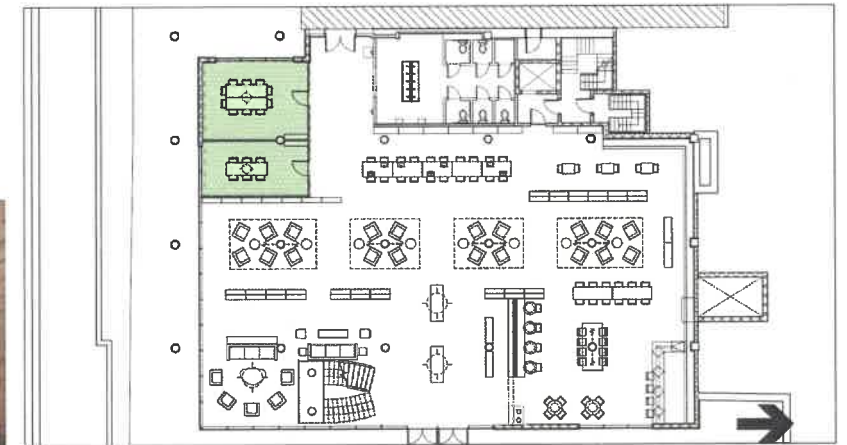


Cafe Plan Detail // not to scale

MEETING ROOMS

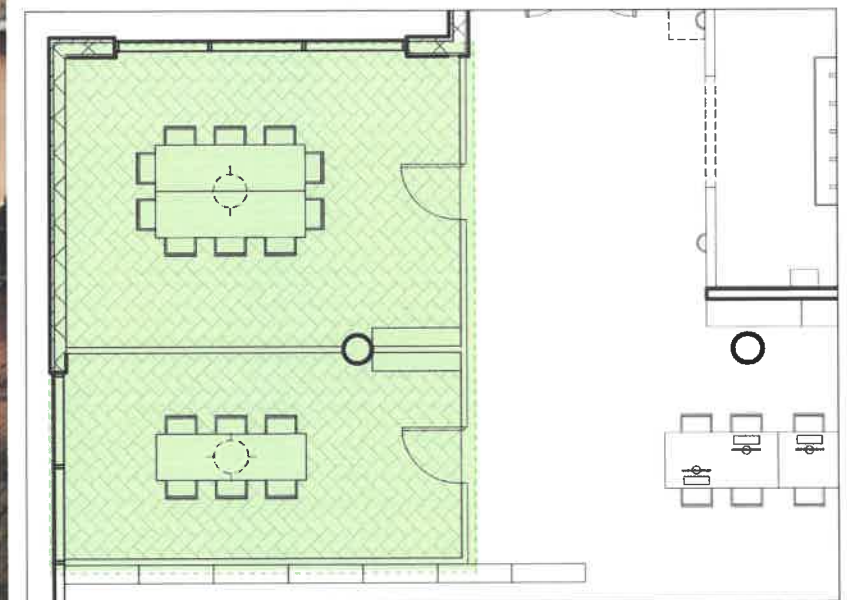
The First-floor hosts two meeting rooms in the south-west corner. These rooms are enclosed in glass for visibility and openness and feature statement mid-century modern lighting and flooring. These pods are available for small-group meetings and programmed discussions and classes.

Area: approximately 350 SF and 250 SF.



First Floor Plan // not to scale

NORTH

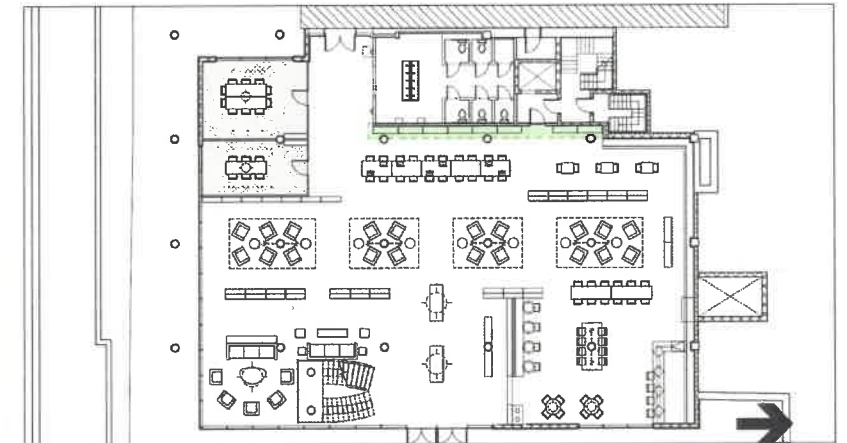


Meeting Rooms Plan Detail // not to scale.

THE MEMPHIS SIT-INS INSTALLATION

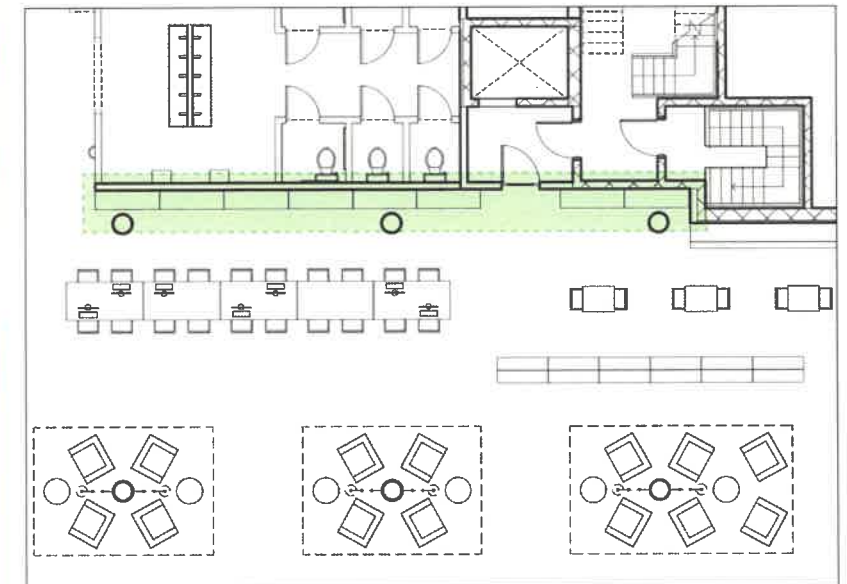
This installation is being produced in partnership with UrbanArt Commission and Mayor Strickland. It is the focal point of the first floor as it spans across the entire western wall. This wall will feature an artistic interpretation of Memphis' famous sit ins with digital and interactive features. The design will be selected through an RFP process.

Area: approximately 46 LF.



First Floor Plan // not to scale

NORTH

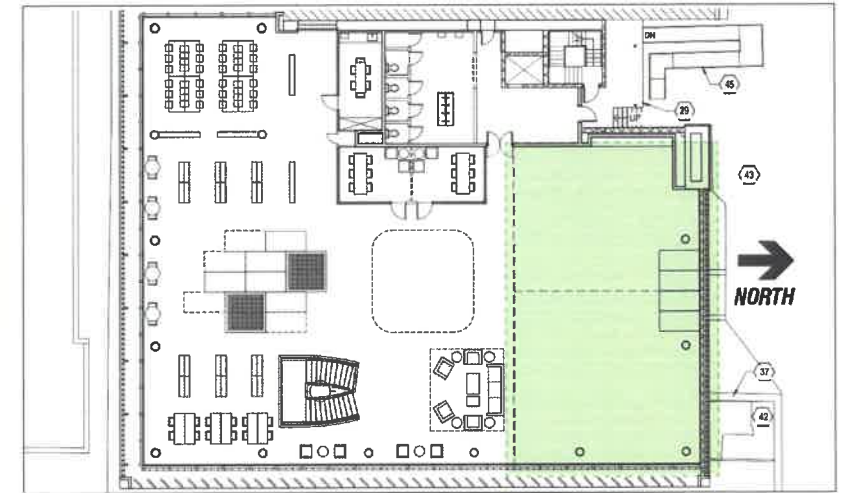


The Memphis Sit-Ins Installation Plan Detail // not to scale

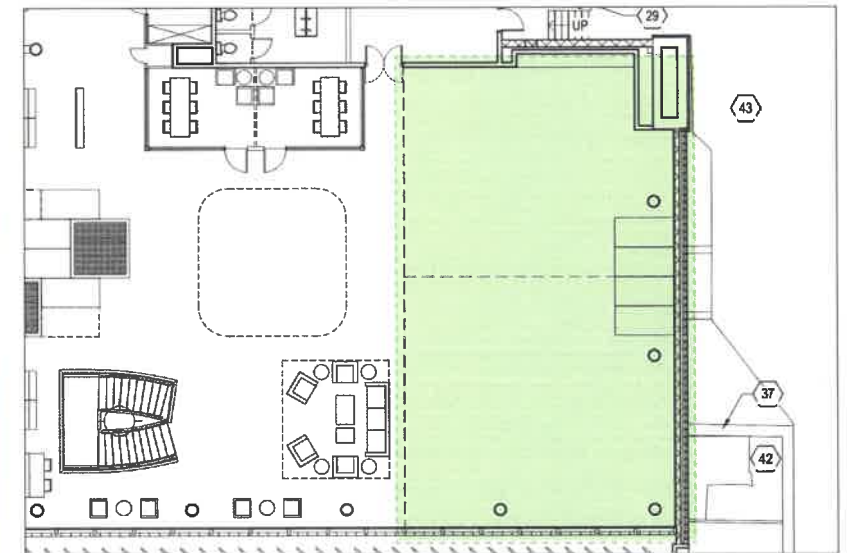
PERFORMANCE AREA

The Group Performance Space can adapt in size due to its acoustic-buffering curtains and movable sprung floor system. It is supplied with full-wall mirrors and multi-purpose Marley flooring to support diverse dance, music, acting and fitness classes for and by the community.

Area: approximately 2,300 SF



Second Floor Plan // not to scale

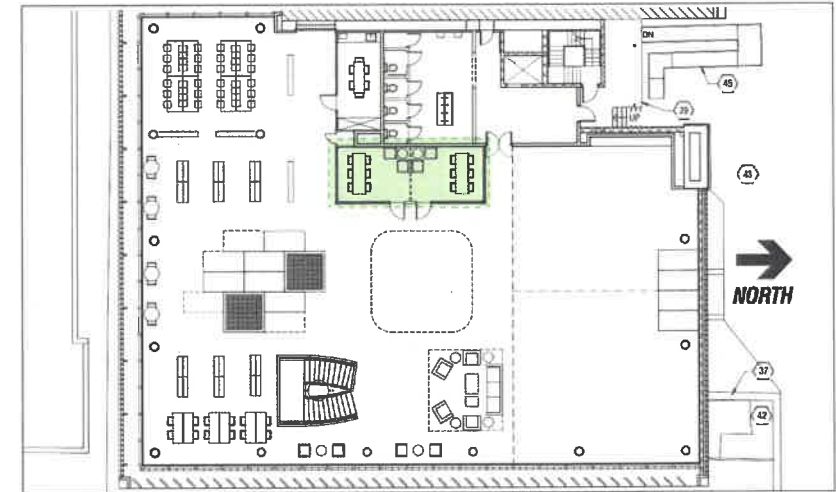


Performance Area Plan Detail // not to scale

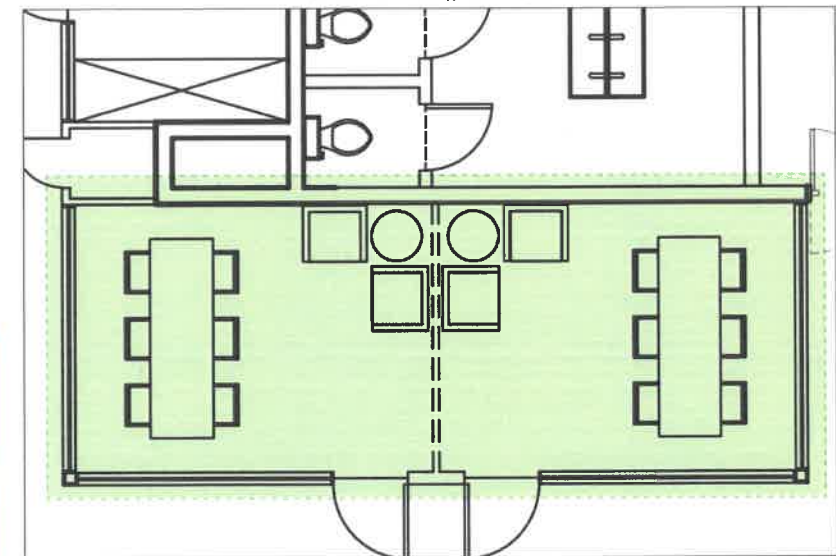
STUDIO SPACES

The second-floor studios at Cossitt Library have resources for visitors to record, produce and share myriad graphic design, video and music projects. Two glass-enclosed studios have seating and computers to support different sized gatherings to support community work-sessions.

Area: approximately 165 SF each.



Second Floor Plan // not to scale

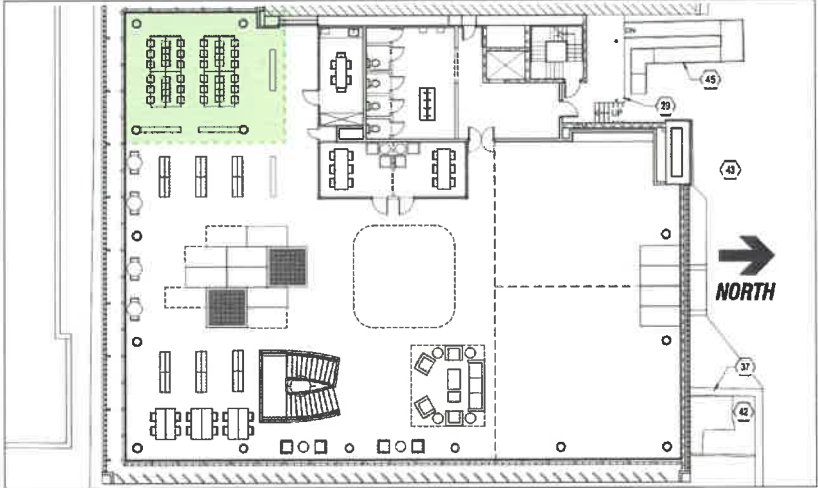


Studio Spaces Plan Detail // not to scale

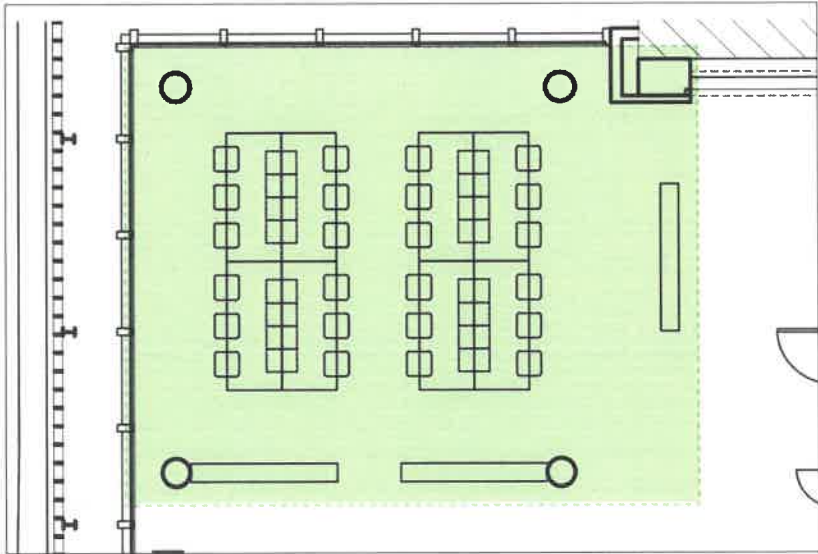
WORKSHOP

This area in the south-west corner hosts changing creative technologies workshops through collaborations with local professionals, presenting classes on design skills such as Photoshop, AutoCAD, photo and video editing, programming, circuitry, robotics and more. Groupings of work tables with outlets and lockable storage allow for use of the area for different courses.

Area: approximately 1000 SF.



Second Floor Plan // not to scale



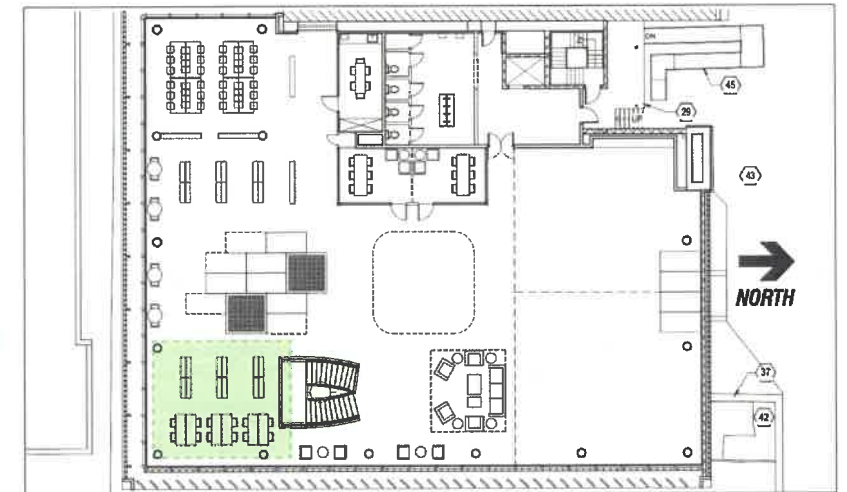
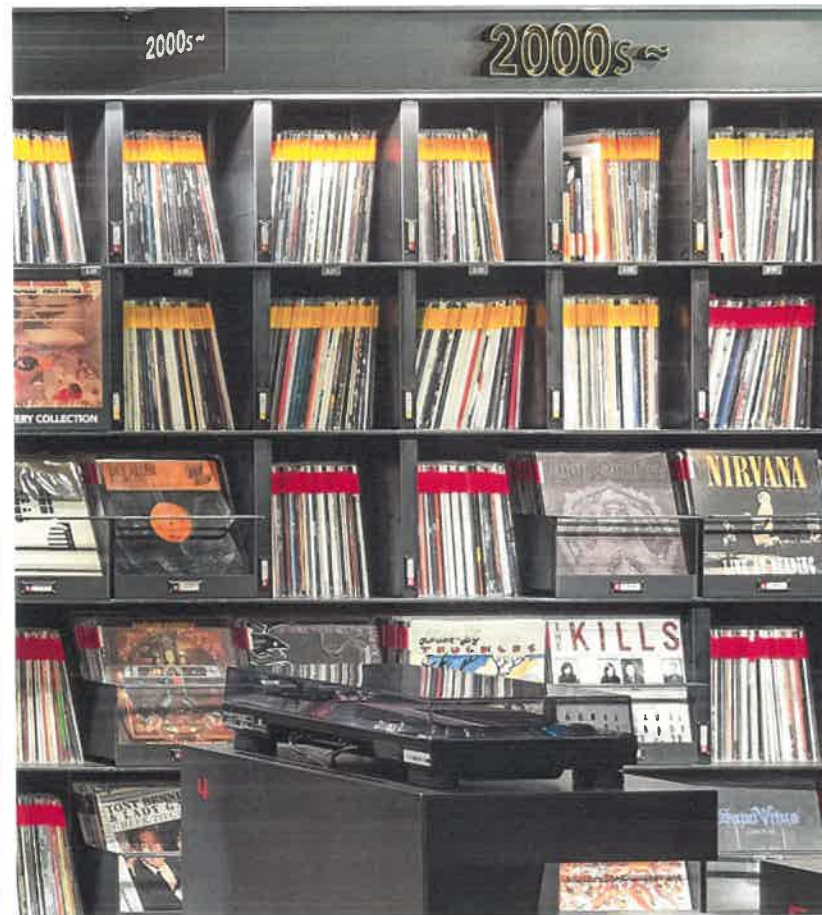
Workshop Plan Detail // not to scale



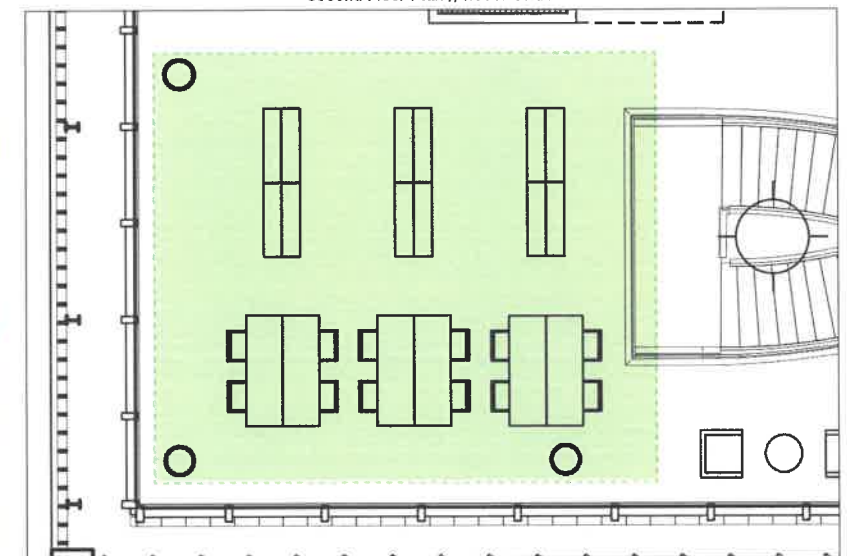
MUSIC STATIONS

Library visitors can listen to a rotating selection of specially curated music collections in the south-east corner of the library. This collection will be curated to change with the library's grander curation concepts seasonally.

Area: approximately 700 SF.



Second Floor Plan // not to scale



Music Stations Plan Detail // not to scale



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