

Bellwood Borough and the Bellwood-Antis Public Library

Request for Proposal

Introduction

Established in 1965, the Bellwood-Antis Public Library has provided informational and recreational services to the Bellwood-Antis Community for almost 60 years. The library regularly presents educational events as well as a meeting space for local organizations

Scope of Work

The Bellwood-Antis Public Library requests proposals to conduct a facility assessment designed to complement and expand on a previous mechanical and exterior assessment of the library facility. This expanded assessment must focus on the following:

1. **Accessibility:** Evaluate facility compliance with ADA regulations, identify sections of the facility that are not in compliance, recommend corrective actions.
2. **Floor Plan Options:** Provide three (3) different floor plan options that redesign the layout of the facility.
3. **Rear entrance: Vestibule/Foyer upgrade:** There is a fire exit on the rear of the building that we intend to convert to an alternate entrance in anticipation of a "Rails to Trails" trail that will be located along the rear of the library by 2024.
4. **Technology assessment & upgrade option:** The Bellwood Antis Library has three (3) separate technology stations. Technology equipment is over a decade old.
5. **Emergency escape mapping (placards) for all exits.**
6. **Office space floor plan for library staff.**
7. **Construction management framework & timeline.**

Project Deadline: The project must be completed by June 2023.

Bid Selection Deadline: March 1, 2023

Selection Criteria:

- Budget, approach, and cost effectiveness
- Qualifications and experience of project team
- References

Budget: not to exceed \$10,000

RFP Submittal deadline:

- Parties must submit a completed Request for Proposal by February 22, 2023 to:

Bellwood Borough
516 Main St. Bellwood, PA 16617
Phone: 814-742-8591
Secretary/Treasurer: Hope Ray
E-mail: HRay@bellwoodborough.com

Contact Information

Bellwood-Antis Public Library
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Phone: 814-742-8234
Librarians: Jessica Ford Cameron & Hazel Bilka
E-mail: bellwoodantispubliclibrary@gmail.com

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