

Regarding aspects of the RFP related to the Davis Ferris Organ:

The objective is to assess the relationship between the building and the instrument, and the impact of the environment on the instrument. We are not necessarily looking for either a conditions assessment or restoration plan for the instrument. The organ will not undergo work that would endanger its National Historic Landmark status and result in irreversible damage to the instrument.

The proposal should evaluate the instrument in terms of the environmental impact of the building and work with the architect/ preservation consultant on ways to mitigate any adverse effects. It will also be to identify a set of standards and guidelines for the instrument's treatment going forward. For example, identify components that can be changed over time due to their secondary importance (the blower, any electrical wiring), identify components that should be left completely alone unless a major repair is warranted, identify under exactly what circumstances it is appropriate to replace an original component vs repair and keep in service. Note that changes solely for cosmetic purposes (refinishing, re-gilding etc) will not be contemplated.

We note that over the years the Village received recommendations directed toward modernizing the instrument. Fortunately, there were no funds available at that time for these projects. It is important to note, as stated above, that the Village is interested in preservation and maintenance and does not wish to update the organ.

Has the Village worked with an organ expert? Who has serviced the organ?

Steven Mallory provided the material directly related to the organ in the nomination for the National Historic Landmark designation (posted here). He knows the instrument well. He is very interested in the project and could probably provide a recommendation even if he is not able to participate in the project. His contact information is: 1656amati@gmail.com. Please put "Round Lake RFP" in the subject line if you contact him.

Andover Organ has serviced the organ for many years and knows the instrument well. We are happy with their work over the years. Contact information for Andover is: Andover4U@AndoverOrgan.com. Please put "Round Lake RFP".

Is there anyone knowledgeable about the Auditorium set up and physical plant, such as it is?

Dan Peczka has devoted many years to the technical side of performances and programs in the Auditorium and is happy to speak with anyone who has questions about that aspect of the structure. His contact information: daniel.peczka@gmail.com. Again, we recommend a subject line of "Round Lake RFP" in the subject line if you contact him.

Are there any previous studies of the Auditorium?

A historic structures report was published in 1978. A copy is posted on the village website. Although it is 40 years old, the building has not changed much in the interim. We would expect to see that updated, but no need to start from scratch. We may be posting a report from a 2004 project soon.

Is a walkthrough of the site scheduled?

We do not have a scheduled walkthrough, but anyone is welcome to visit at their convenience. To make that arrangement, please contact Lydia.A.Hoffman@gmail.com.

Is there a physical address for submission?

Submission material may be sent to the Village office at 49 Burlington Avenue (the rest of the information is the same) to permit Fed Ex and the like.

How many copies of a proposal should be sent?

Four.

Should the fee proposal part be submitted and sealed separately?

This is not necessary. The proposal will not be selected on fee/cost alone, but it certainly is a factor.

Should any anticipated customary reimbursable expenses for the consultant be included in the fixed fee proposal, or identified separately?

Please include any anticipated reimbursements in the fee proposal.