

CHATHAM COUNTY PURCHASING & CONTRACTING DEPARTMENT

ADDENDUM NO. 1 TO RFP 20-0065-4

FOR: EXHIBIT DESIGN/FABRICATION/INSTALLATION FOR THE RALPH MARK GILBERT CIVIL RIGHTS MUSEUM

PLEASE SEE THE FOLLOWING FOR ADDITIONS, CLARIFICATIONS AND/OR CHANGES:

NOTE: PLEASE SEE THE ATTACHED SHEET FOR THE RESPONSES TO QUESTIONS RECEIVED (4 pages)

NOTE: For an opportunity to view the interior of the museum, via their *Virtual Tour*, please go to the Ralph Mark Gilbert Civil Rights Museum website: www.rmgilbertcivilrightsmuseum.com

**PROPOSALS REMAIN DUE:
5:00 PM, WEDNESDAY, AUGUST 26, 2020**

THE PROPOSER IS RESPONSIBLE FOR MAKING THE NECESSARY CHANGES AND MUST ACKNOWLEDGE RECEIPT OF ADDENDUM.

8/7/20
DATE


ROBERT E. MARSHALL
SENIOR PROCUREMENT SPECIALIST
CHATHAM COUNTY

QUESTIONS RECEIVED:

1. Q) Does the whole project need to be completed by September 2020?
A) ***Project schedule for design, fabrication and installation: five months from receiving Notice To Proceed.***
2. Q) Is the Pre-Proposal Conference on Aug 12 a mandatory meeting? We have a current client in Savannah and will be meeting to present our work but possibly not on that particular day.
A) ***Not mandatory, but highly recommended.***
3. Q) With the stated request for Exhibit Design services, but given some initial planning and concept visuals have been done, is it safe to say you merely want a firm to faithfully develop the design provided to the point it can be built? Or perhaps were these meant as possible solutions and you are open to a firm putting forward similar , but also new ideas after we have collaborated with the respective teams and stakeholders on the project goals and needs?
A) ***The scope and concept is set. Site visit and discussions with the executive director will enable options.***
4. Q) Lastly, has a target budget (including fees and costs for AV equipment, fabricated elements, and installation) been set and if so did it take into account industry standards for price-per-square-foot related to history museums with audio/visual media components? Are you under any obligation to select a lowest bidder?
A) ***The consultants are to submit their best proposal for the scope of the project. No budget or square foot price has been declared.***
5. Q) Is there any possibility that the onsite pre-bid meeting will be done virtually?
A) ***Even though the museum is closed, a virtual meeting is not practical. The opportunity to walk around the facility and view the artifacts that are not on display to the public would be lost in a virtual setting. However, a small virtual tour of the facility is available on the museum website. It may provide a feel if the proponent has never been to the site.***
6. Q) Would you please confirm that it is acceptable for Ideum, or for any partners that join our team, to extend questions, additional to those included here, before the August 19 deadline?
A) ***Yes. As long as they are received prior to the deadline of August 19, 2020.***
7. Q) Is graphic design, in addition to graphic production, part of the scope of work?
A) ***Graphic design is part of the scope of work.***

8. Q) Is research, content writing, image research, and/or image acquisition part of the scope of work?

A) ***Written content and imagery is part of the scope and will be provided through interface with the museum director.***

9. Q) Is multimedia design, development, and/or filming or multimedia production part of the scope of work?

A) ***Multimedia is part of the scope.***

10. Q) Is AV systems-design, AV hardware specifications and acquisition, or AV integration and installation part of the scope of work?

A) ***AV system design and AV hardware and installation are part of the scope.***

11. Q) In the *Church Theater Orientation Space*, are the profile-cut, graphic panels, depicted as if layered into dimensional groupings along one wall of the gallery, part of the scope of work?

A) ***The theater profile cut-outs and graphic panels are existing. Cosmetic refinishing of the space is part of the scope of work.***

12. Q) May we plan for a schedule of payments over the course of the year of work, keyed to the completion of deliverables, or will a requirement for eligibility be a lump sum payment that occurs after the project is completed?

A) ***The contract and schedule of payments are usually tied to deliverables and installation milestones.***

13. Q) Is a revised film part of this contract? If so, is it simply a re-edit, or a new production?

A) ***This should be a re-edit, not a new production.***

14. Q) Please confirm that the RFP includes exhibition design.

A) ***Yes, it includes design.***

15. Q) Who has been selected as the architect for the project?

A) ***No architect has been selected.***

16. Q) Is there a building expansion as part of this project?

A) ***There is no building expansion.***

Addendum1

17. Q) Are you expecting any walls to move?
A) ***No walls moved.***
18. Q) What existing exhibit pieces in the spaces do you intend to retain?
A) ***Retained pieces are indicated in the narrative.***
19. Q) Are the renderings offered in the RFP considered aspirational or have they already been vetted and approved?
A) ***Renderings are aspirational and vetted. There is room for modification.***
20. Q) Are you considering new lighting, flooring, etc.?
A) ***Lighting for new exhibits, flooring is in place.***
21. Q) How much interactive technology are you considering?
A) ***Interactive is as indicated in the narrative.***
22. Q) Has an interpretive plan been completed?
A) ***Interpretive plan and text will be coordinated through the museum director.***
23. Q) What level of community engagement are you considering?
A) ***No community engagement.***
24. Q) What is the total square footage of space?
A) ***Building is approximately 3,160 sq. ft.***
25. Q) What is the budget for this project, including design, fabrication, and installation?
A) ***The County is not showing the budget amount at this time.***
26. Q) What percentage of the project is fully funded?
A) ***Project is fully funded.***

27. Q) What is the status of the content for the exhibits? Based on the renderings and write-up in the RFP there has been a fair amount of development. Is the designer responsible for further exhibit development and final copywriting?

A) ***Images and text will be available through the museum director. The designer is responsible for final exhibit development. The designer is responsible for final copywriting with vetting by the museum director.***

28. Q) What is the status of image acquisition and are there resources identified for images? Is the designer responsible for image research and acquisition?

A) ***The images will be available through the museum director, along with the designer***

29. Q) Is there a content specialist on the client team or is this the responsibility of the designer?

A) ***The designer will be responsible for staffing needed to complete the design scope. The museum director will provide content that is available from the museum.***