

CHATHAM COUNTY PURCHASING & CONTRACTING DEPARTMENT

ADDENDUM NO. 3 TO RFP 20-0065-4

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

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

**PLEASE SEE THE ATTACHED SHEETS FOR THE RESPONSES TO ADDITIONAL
QUESTIONS RECEIVED (4 pages)**

NOTE: THIS IS THE FINAL ADDENDUM TO BE ISSUED FOR THIS RFP.

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

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

8/20/20
DATE



ROBERT E. MARSHALL
SENIOR PROCUREMENT SPECIALIST
CHATHAM COUNTY

QUESTIONS RECEIVED:

1. **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?
Is the designer responsible for final copywriting?

A) *The content of the exhibits in the RFP are inspirational. Assume design and development to meet the scope of the RFP. The designer is not responsible for final copywriting.*

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

A) *The research and acquisition of images should be assumed to meet the scope. The museum director will provide assistance and possible source for images. The designer in ultimately responsible*

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

A) *Content is the responsibility of the designer. The museum director will provide assistance and final approval.*

4. **Q)** Regarding the photos/digital images to be used for the design, Addendum 1 states that the images will be available through the museum director, along with the designer. Should we anticipate that the designer will need to acquire a certain portion of the images? The cost of image research and acquisition can vary greatly so we want to be sure we include a reasonable amount based on what's needed. If so, can we get a placeholder for the approximate number of images to include in our estimate?

A) *The designer will need to acquire certain portion of photos and digital images. The images identified in the RFP are inspirational and may be obtained through the assistance of the museum director.*

5. **Q)** Church Theater media: is this media be posted on-line so we can evaluate its quality and content ?

A) *It can not be posted on-line.*

6. **Q)** Theater film: Addendum 1 question 13 says that a revised film ("a re-edit, not a new production") is part of the contract, but Addendum 2 question 8 says that "revised video is not part of the scope." Please clarify whether the film, and any multimedia tasks

associated with it (e.g. content edits, post-production, creation of an install file, etc.), are included in the contractor's scope.

A) *Multi-media in the theater is not in the scope.*

7. Q) If multimedia production work on the film is in the scope, please provide some expectations/parameters for this "re-edit" for the purposes of pricing. Is this a cut-down from the 20 min. show? What is the running time? Is new research and/or scripting required? New shooting? Music? What level of ADA/accessibility compliance is required (e.g. open captioning)? Is this film going to be shown anywhere outside the museum's theater?

A) *The scope includes background choir / organ music.*

8. Q) In the written description of this area, reference is made to a "sixth" monolith listing those who were jailed for protesting, but that element is not seen in the rendering. Please provide additional information on the size, production method, and location of the sixth monolith, and whether graphic elements on this monolith are illuminated like the other five or illuminated by site lighting above. Please confirm the total number of stackable chairs required in the scope of work for this area. Please provide a specification, if available, for the chair you would like.

A) *The illustrations contained in the RFP are inspirational. Design, development are required to meet the project scope. The sixth is similar to the other five in size, illumination and layout. The stackable chairs shall accommodate 48 viewers.*

9. Q) Please confirm whether painting required in this area applies just to the vault area or the entire first floor. Please provide the overall dimensions of the space to be painted.

A) *The bank vault area is approximately 7' x 12', the contractor is responsible for verification. The contractor is responsible for research, design, development and acquisition. The museum director can assist in identifying artifacts and images, and research and text development. A direct path for the movement of the safe is available*

10. Q) *Mezzanine level Church Orientation Theater* :Will the entire space require repainting? Please provide the overall dimensions of the space to be painted. Please provide additional information regarding whether any AV hardware currently exists in the Church Orientation Theater. Addendum 2 notes that the 90" monitor and supporting hardware is included in the scope of work. Is the necessary hardware to provide a video signal to the new monitor currently in place? If not, is player hardware, audio hardware, and control system part of the scope of work? Your RFP documents notes that the "automation

system is by others.” Does that mean that there is already hardware in place to start and stop the video program, and open and close the draperies in front of the monitor? Should we assume that the new monitor and audio hardware will be needed, as well as an overall control system to start and stop the video program in the space?

A) *Painting of the entire space is within the scope of the project. The approximate area of the space 16' x 31', the contractor is responsible for verification. The new 90" monitor, required hardware and A/V equipment are within the scope for the space. The background music should stop when the video plays. Design, development and A/V equipment are required for the choir/ organ background music. The contractor is to assume the responsibility for musical content. The museum director can assist with content and operational vetting.*

11. Q) Second floor West Broad Street Room: Please provide dimensions of this room for painting and new wall trim/picture rail scope determination. Please provide photos of the “window wall” for determination of window count and location. Please clarify what you are expecting for the “subpanels” placed over the window wall—will these panels run floor to ceiling. Or is a smaller size desired? Please provide additional information regarding what you are anticipating regarding wall-mounted graphics in terms of making them “easily changeable.” Please provide an approximate dimension for the graphic mural to be applied to the end wall of the space. Please confirm whether production artwork for this mural will be provide by you, or whether sourcing an appropriate image should be in scope of work.

A) *The room area is approximately 12' x 40', the contractor is responsible for verification. The space contains (9) windows approximately 6" x 14", the contractor is responsible for verification. The panels are approximately 4' x 4' and mounted similarly as indicated in the RFP. The contractor is to assume design, development and installation. The museum director will provide assistance with text and graphic images. The end wall space for the graphic image is approximately 7' x 22' (ceiling height), contractor is to verify. The RFP images are inspirational. The contractor is to assume the mural, design, development and installation to meet the scope. The museum director can assist with the exhibit images and text.*

12. Q) Second floor Shinhoster Resource Center: Please provide a total count of artifacts to be displayed on the freestanding wall panels and indicate whether artifact mounting and installation is included in scope. Please also address if any environmental controls are included in specified acrylic box or other artifact displays. Can you provide an approximate number of acrylic vitrines that may be required for artifacts, and confirm that these vitrines would all mount to the freestanding graphic panels in the space? There appears to only be one clothing item inside an acrylic vitrine on the freestanding wall panels. Can you confirm whether fabrication of artifact mounts is included in scope of work, and provide an approximate number of artifact mounts that

may be required? Can you provide a photo of the existing wall with windows? How many windows are on the wall? Are any specifications available for the kind of ambient audio hardware that is required for the drum sounds audio program? Can we assume that the hardware will consist of an audio player source, audio amplifier and two audio speakers? Can you provide any direction regarding where you would like audio hardware (particularly speakers) to be located in the space? Can we assume that the audio program will run on a continuous loop in the space? Please confirm the approximate length that is desired for the drum audio program.

A) The contractor is to assume design, development and installation. The RFP is inspirational. The museum director will assist in the authentication of African pieces. The windows within the space are (2) approximately 6' x 14', (1) approximately 3' x 14', contractor is to verify. Design, development, acquisition of A/V equipment and hardware are to be assumed to meet the scope. The museum director can assist in the authentication of the drum sounds. The audio program should run in a continuous loop.

13. Q) Should vendors outside the State of Georgia bill sales tax for this project?

A) Yes.