



ADDENDUM# 1
Parks and Open Space
AGRICULTURAL HERITAGE CENTER EXHIBIT REPLACEMENT PROJECT
RFP# 7151-20

June 4, 2020

The attached addendum supersedes the original Information and Specifications regarding RFP # 7151-20 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Please note: Due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.

1. Question: For task 1.2, it indicates conducting two meetings. Can these meetings be completed with one trip to the site? If so, can you clarify the purpose of two meetings at this task level?

ANSWER: Task 1.2 could be completed with one meeting with follow up question and answer or virtual meeting as needed.

2. Question: For task 2.3, can this be completed via teleconference or web conference?

ANSWER: Yes

3. Question: With Covid-19 changing the way many of us meet, is the County open to meeting virtually?

ANSWER: Yes

4. Question: How many firms did you send the RFP to?

ANSWER: This was accessible to 432 vendors online and was posted on other platforms.

5. Question: Is this opportunity limited to firms receiving the RFP from Boulder County, or is it open to all offerers?

ANSWER: The Request for Proposal (RFP), is open to all contractors that meet the requirements as specified in the RFP.

6. Question: Regarding item #12 on page 5 (non-resident bidder and percentage bidding preference), I checked the National Association of State Procurement Officials website and it listed our state (Maryland) as having both a “reciprocal preference” and an “in-state preference.” I did additional research and learned, however, that Maryland law does not generally authorize State procurement officers to favor resident vendors over non-resident vendors in awarding procurement contracts with the exception of state schools and state facilities which must give a price preference not to exceed 5% to locally-grown foods. Can you confirm that a non-resident bidder from the state of Maryland would not be subject to a percentage disadvantage for this proposal process?

ANSWER: A non-resident would not be subject a percentage disadvantage for this proposal.

7. Question: In light of the current COVID-19 pandemic are you envisioning the new exhibits to be full hands-on low-tech tactile interactives or are you open to considering other touchless or digital modes of engagement?

ANSWER: This exhibit will have a long lifespan and we are open many design options with COVID-19 as a consideration.

8. Question: How will the required sustainability questionnaire results be incorporated into the evaluation process? Does it have any impact on the scoring on the scoring matrix on page 13 of the RFP?

ANSWER: The sustainability questionnaire results will not be incorporated into the evaluation process and does not have any impact on the scoring matrix but must be returned.

9. Question: We understand that a response from the county to all inquiries will be posted and sent via email no later than June 4. Will the county consider posting answers on a rolling basis as possible in order to give potential respondents additional time to incorporate the responses into our proposal?

ANSWER: No, Addendum No. 1 will be the final communication regarding this RFP.

10. Question: Is the construction expected to be done this year?

ANSWER: Construction is expected to be completed in 2021.

11. Question: Is the Horse considered part of the Faces of Farming/Power on the Hoof exhibit pod to be addressed in this bid? Or is that an element that is expected to remain?

ANSWER: The fiberglass horse may stay in the new exhibit if incorporated into the design, however, the horse does not need to stay in the new design.

12. Question: Are there electrical outlets beneath the existing displays?

ANSWER: Not all exhibit pods use electricity, however there is access to electrical in the crawlspace below the floor.

13. Question: Would we be responsible for refinishing the floors if they are different color after the removal of the previous exhibits?

ANSWER: No

14. Question: Do they want the new displays to be interactive? (Buttons, Lights etc.) or do they want to stay away from newer technology because it's a rustic barn?

ANSWER: Parts of the exhibit space are suitable for interactives and technology.

15. Question: Do the exhibit pod structures remain (but the graphics, artifacts, and interactives change out), OR do the pods, graphics, artifacts, and interactives all change out? If the pod structures remain, can they be remodeled?

ANSWER: It is not a requirement to reuse the existing exhibit pods, however, designs reusing or remodeling the pods will be considered.

16. Question: Does the contractor need to follow the same graphic design guidelines as existing and/or remaining exhibit elements? If so, which one(s)?

ANSWER: Yes, we would like the new exhibit elements to complement existing exhibit pods.

17. Question: Is BCPOS keeping the large wall graphic (which appears to have looked different in the past?) for budgetary reasons or other reasons?

ANSWER: Yes, this element was installed in 2016 and will stay.

18. Question: Given that the large wall graphic with objects remains, which option would BCPOS prefer the contractor follow: 1) use the same colors and graphic template for new content; 2) duplicate the content on the remaining wall graphic but redesign and refabricate the graphic so it matches new content; or 3) design new content and don't worry about whether it matches remaining content.

ANSWER: We would like the new exhibit elements to complement existing exhibit pods.

19. Question: Does BCPOS have museum or teaching collections from which the selected contractor can choose artifacts or objects for display?

ANSWER: Yes, when appropriate.

20. Question: Does BCPOS have one or more Native American consultants for Native American-related elements of the exhibit?

ANSWER: At this time, BCPOS does not have a consultant identified and assigned to this project.

21. Question: What's happening with the two (or more?) remaining pods? (Irrigation and Horsepower Under the Hood).

ANSWER: The exhibit pods on the north side of the barn will remain for an undetermined amount of time.

22. Question: What's the goal for the overall look of the graphics? Are we setting a standard to which the other remaining pod(s) etc. will be updated in the future? Are will there continue to be a mix of graphics over the long term?

ANSWER: We would like the new exhibit elements to complement existing exhibit pods.

23. Question: How concerned is BCPOS about including hands-on and/or try-on elements, given the current and potentially future state of affairs (i.e., COVID-19)? How much effort does BCPOS plan to put into cleaning and maintenance of these new exhibits?

ANSWER: This exhibit will have a long lifespan and we are open many design options with COVID-19 as a consideration. We will public health recommendations and best practices for cleaning exhibit materials.

24. Question: Would BCPOS prefer interactive elements that complement nineteenth-century and early twentieth-century farming, or reflect twenty-first-century styles of technological engagement?

ANSWER: Parts of the exhibit space are suitable for interactives and technology and we are open to a variety of interactive elements.

25. Question: Design Specific - Is there on staff a historian or curator with whom we will work? Or more specifically a person knowledgeable about the Paleo Indians and American Indian Tribes of the area? Or can you identify a content expert who could work with us on the project?

ANSWER: The contractor will work with a staff project manager who is knowledgeable about local history. At this time, BCPOS does not have a content expert identified and assigned to this project regarding American Indian Tribes and Paleo Indian history.

26. Question: Fabrication Specific - While we understand that all contractors must be licensed to do work in the state of Colorado (GCs, HVAC, Electrician, Plumbers) is it necessary to identify these companies in the proposals or wait until we have determined in the design phase which of these services are required?

ANSWER: Please refer to the requirements listed in the Submittal Section.

27. Question: Are graphics to match the design style of the most recently replaced Exhibits?

ANSWER: We would like the new exhibit elements to complement existing exhibit pods.

28. Question: Can demolish be completed in the autumn after the center closes for the season?

ANSWER: Yes

29. Question: Is there a predetermined budget for each of the fiscal years that should be anticipated (division between 2020 and 2021)?

ANSWER: Fiscal year ends December 31 and the budget is \$62,500 for 2020 and \$62,500 for 2021.

30. Question: Can the county be responsible for relocation of any electrical and electrical/lighting equipment within the barn itself?

ANSWER: There is ample access to electrical equipment in the barn. Contractor will be responsible for modifications if needed.

31. Does the county envision that the structures on which current exhibits are mounted are in acceptable conditions for reuse/remediation and is this preferred if possible (for both cost and sustainability purposes)?

ANSWER: It is not a requirement to reuse the existing exhibit pods, however, designs reusing or remodeling the pods will be considered.

32. Question: this project would take my team less than 4-5 months so we will not require a 2021 budget. Should I just place \$0.00 on that line?

ANSWER: Due to budget allocations, the budget is \$62,500 for 2020 and \$62,500 for 2021.

33. Question: How much of the information from the previous exhibits will be retained? How much new information will need to be gathered and researched by the contractor?

ANSWER: Existing copy will be available; however the themes and subthemes of this project differ from previous themes. The contractor is responsible for gathering and researching new material.

34. Question: When providing photographs, will there be a library of old images available for use? Will the contractor be required to locate or create those images, or will the contractor be required to use certain historic photos?

ANSWER: We have a very limited collection of photographs available upon request. The contractor will be responsible for locating or creating images.

35. Question: Are there restrictions or guidelines on what materials can or should be used within the barn for the new exhibits?

ANSWER: No, but new designs should include materials that fit with the existing look and feel of the barn.

36. Question: Due to the current COVID-19 pandemic, do you foresee any delays in

the timeline or production?

ANSWER: No

37. Question: In what format does Boulder County prefer that the contractor deliver photos, design, and illustration files?

ANSWER: We do not have a preference on design files. Contractors typically provide TIF files for photos and PDF files for design review, but we are not limited to those options.

38. Question: Would it be possible to assign a monetary limit to the 1-year warranty?

ANSWER: No, the warranty specifications remain as specified.

39. Question: Were there any particular strengths or weaknesses concerning the previous contractor's performance?

ANSWER: Strengths: A copy writer that is a content expert for a specific project. Vendors that understand the motivations and interests of a wide variety of audiences. Vendors that are experienced with estimating exhibit design expenses.

40. Question: Any chance to get into the barn during the proposal period?

ANSWER: No

41. Question: What will the size of the County direction/review team be (how many Staff)?

ANSWER: A core team of 4 staffers with an additional 4 reviewers. A project manager will communicate with the contractor.

42. Question: Given COVID-19, do you envision any in-person meetings between contractor and the County team?

ANSWER: Yes. Under current guidelines, groups of 10 or less are allowed to gather. We will continue to follow guidelines from Boulder County Public Health and the State of Colorado.

43. Question: Can you provide more detail about the level of interactivity envisioned/desired for the new exhibits?

ANSWER: Parts of the exhibit space are suitable for interactives and technology and we are open to a variety of interactive elements.

44. Question: Will the artifacts currently displayed be available for use in the new exhibits?

ANSWER: Yes, if appropriate.

45. Question: Subtheme B related to Paleo Indians and American Indian tribes:
Does the County have a Subject Matter Expert who will lead and review/sign-off on this messaging?
Will the County provide any artifacts or photos for use in the new exhibits (for this Subtheme)?

ANSWER: At this time, BCPOS does not have a consultant identified and assigned to this project. We have a very limited pre-historic collection that may be available for use or reproduction if appropriate.

46. Question: What is the County's anticipated timeline for contractor selection, getting under contract, and project launch?

ANSWER: Contractor selection by mid to late June. Contract execution by mid to late July. Project launch by August 1.

Submittal Instructions:

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on June 11, 2020.**

Please note that email responses are limited to a maximum of 50MB capacity. NO ZIP FILES ALLOWED. Electronic Submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as **RFP # 7151-20** in the subject line.

All proposals must be received and time and date recorded at the purchasing email by the above due date and time. Sole responsibility rests with the Offeror to see that their bid is received on time at the stated location(s). Any bid received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all bids, to waive any informalities or irregularities therein, and to accept the bid that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

June 4, 2020

Dear Vendor:

This is an acknowledgment of receipt of Addendum #1 for RFP #7151-20, AGRICULTURAL HERITAGE CENTER EXHIBIT REPLACEMENT PROJECT.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that the vendor understands that **due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____ **Date:** _____

Name of Company _____

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