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Department of Administration
Division of Public Works

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ADDENDUM NO. 2

Date: January 19, 2024

Owner: Division of Public Works
502 N. 4th Street
Boise, ID 83702

To: Design-Build Contractors Request for Qualifications

Project: DPW PROJECT NO. 23623
Old Idaho Penitentiary (OIP) – Visitor Center - Interpretive Exhibits
Idaho State Historical Society (ISHS)
Boise, Idaho

Project No.: DPW #23623

No. of Pages 3

NOTICE TO ALL BIDDERS

You are hereby notified of the following clarifications of and/or revisions to the Request for Qualifications for the above referenced project.

THIS ADDENDUM is hereby made a part of the project requirements and contract documents for referenced project.

BE SURE to acknowledge it in your RFQ Submittal package cover letter.

ITEM NO.

1. A correction has been made to items 10-12 under Proposal Content **C. Specific Team Qualifications**, clarifying that an Idaho Public Works Contractor License (PWCL) is required to submit a response to this RFQ.
 10. Being that this project is State funded, with no federal aid funds, an Idaho Public Works Contractor License (PWCL) is required to submit a response to this RFQ.
 11. Electrical sub-contractors identified in the RFQ response will need to have an Idaho Public Works License.
 12. If an Architectural or Engineer Design Professional is required, they will need to be licensed in the State of Idaho.

2. Table of Questions and Answers received to date:

Item	Question	Answer
1.	<i>Is there a project schedule or target opening date?</i>	The detailed schedule will be developed with the selected contractor, but estimated completion within 2 years
2.	<i>What were the considerations in setting the design-build budget at \$4 million? Is this figure an estimate based on the scope of work described in the RFQ and masterplan? Or is it the funds available at the current time?</i>	These are current funds available, and we may be able to increase funds as we work through the process.
3.	<i>Is there any flexibility on the March 14 date for oral interviews? A key team member is scheduled to be out of the country on that date.</i>	Need to keep schedule per RFQ due to Selection Committee availability.
4.	<i>FedEx does not deliver to PO boxes. Is the Museum open to a digital submittal with a hard copy follow-up or can the Museum provide another address to which a courier can deliver?</i>	Per the RFQ, please send submittals to either the PO Box identified and the street address. RFQ submittal packages will be received at the Division of Public Works (DPW) office, located at 502 N. 4th Street, PO Box 83720 Boise, ID 83720-0072
5.	<i>Is there a desired start date or design kick-off date?</i>	Contract completed in April 2024; Project kick off May 2024
6.	<i>Will the project be phased or delivered at once?</i>	Likely phased
7.	<i>Can you describe the Museum's team composition and advisors?</i>	Please refer to page 8 in the OIP Interpretive & Experience Master Plan that is an attachment to the RFQ.
8.	<i>Will the Museum involve Indigenous advisors or other stakeholder groups in the project?</i>	Yes, we will continue to use the Old Pen advisors.
9.	<i>Since Covid shut down production of some exhibits, could work examples be extended beyond 5 years?</i>	Yes, please include projects most relevant
10.	<i>For work examples, can we include projects in progress (design is completed but exhibits are in fabrication)?</i>	Yes
11.	<i>What is the total square footage area available for exhibits?</i>	Ideally there will be an approximately 4,500 sq.ft. exhibit area, along with Interpretive Exhibits in multiple buildings within the Penitentiary walls, which the scope and scale will be developed with the selected Design Build Firm.
12.	<i>Can we get plans for the shirt factory building and other buildings that might have exhibits?</i>	Yes, AutoCAD and pdf's plans of all of the buildings will be available at the start of the project.
13.	<i>A Canadian company inquired on whether an International SOQ bid would be accepted?</i>	YES, a Canadian based company is eligible, but will need to have an Idaho Public Works License.
14.	<i>Is an Idaho Public Works License required at time of submitting a response to the RFQ or prior to contract?</i>	Yes, an Idaho Public Works License is required at time of submitting a response to the RFQ, please see item #3 in this Addendum.
15.	<i>Does our inability to be present in the Zoom meeting preclude us from submitting an RFQ package?</i>	Attending the Informational Zoom is not required to submit a response to the RFQ.
16.	<i>Can we use the schedule in the Master Plan as the definitive project schedule?</i>	No, the deliverables schedule will be defined in the Design Build Contract, ultimately with an estimated project completion within 2 years
17.	<i>Having reviewed the Idaho Division of Occupational and Professional Licenses, we cannot find a license for design. Would a Contractor license be the license required to perform the work in the RFQ?</i>	Yes – an Idaho Public Works Contractors License is required to perform the work in the RFQ. If Architectural and Engineering services are required, they will need to be licensed in the State of Idaho.
18.	<i>How many exterior panels are required?</i>	Exterior signage and wayfinding will be throughout the Penitentiary ground within the walls, and to a smaller extent beyond the walls. Quantity will be determined during the design process.

19.	<i>Seeking clarification about the licensing requirements - there were two license types that were mentioned in the Q&A - Professional licensure (for engineers and design professionals), and Public Works licensure (for contractors and subcontractors). Are all professionals, contractors, and vendors on the team required to hold Idaho licensure, or just the design build firm or firms?</i>	The Prime Contractor of the Design Build Contract is required to have an Idaho Public Works license. The Public Works License is typically company based vs. individual. The Public Works License can be held by a design firm. Sub-Contractors performing work in the state of Idaho will need to have an Idaho Public Works license. If professional design services are required (Architecture / Engineering), the Design Professional will need to be licensed in the State of Idaho.
20.	<i>Building infrastructure - is the Multi-purpose building and other buildings slated for artifact display capable of maintaining museum-grade environments for the display of historic artifacts? Are there building improvement projects in progress, or will those issues be scoped during the exhibit design phase?</i>	The Multi-purpose building is partially conditioned with an HVAC system along with Fire Alarm and Fire Suppression system. The cell house buildings do not have HVAC mechanical equipment, but do have electrical power. No current building improvements are in progress and that scope would need to be determined during the exhibit design. Additionally, the location for the immersive exhibition is currently TBD and will be a design consideration with the selected Team.
21.	<i>Can you please provide detailed information on who needs to be licensed by when? Do exhibit designers and AV producers need to be licensed or registered if that part of the team is technically not doing onsite construction work?</i>	The Contract Prime needs to have an Idaho Public Works License and any other discipline that requires licensure, will need to be licensed in the State of Idaho.
22.	<i>Is there an expectation of who should be the prime contractor for this project between the exhibit designer and fabricator?</i>	The project is utilizing the Design Build delivery method and contract. The Design Build Prime Contract holder is typically the 'Contractor'. The 'construction' portion for this project will be the fabrication and installation – this portion will need to be bonded with Performance and Payment bonds, which is the responsibility of the Contract Prime.
23.	<i>Can you please clarify what you mean by Exhibit Interpretive Coach/Editor?</i>	An individual that would work with the OIP and ISHS Staff and Researchers on developing and writing story and interpretive content.
24.	<i>You list an evaluator as part of the project team. Can you clarify your expectation about exhibit evaluation as part of this contract?</i>	Exhibit Evaluator would be Cost Estimator. A cost estimate will be required at the end of each design phase.

3. Obtaining an Idaho Public Works License is through the Division of Occupational and Professional Licenses.

a. <https://dopl.idaho.gov/>

ATTACHMENTS:

- Meeting Notes from the Informational Zoom held on 01/16/2024
- Updated pg. 5 of the Request for Qualifications.

***** END OF ADDENDUM NO. 2 *****



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DPW PROJECT NO. 23623 Old Idaho Penitentiary (OIP) – Visitor Center - Interpretive Exhibits

Idaho State Historical Society (ISHS)

Boise, Idaho

Informational meeting via Zoom teleconference held on **January 16, 2024 at 1:30pm** Mountain Standard Time

Agenda:

- Introduction of DPW and Idaho State Historical Society Personnel:
 - Jessica Rodriguez - DPW Project Manager
 - Janet Gallimore - Executive Director State Historic Preservation Officer
 - Dax Chizum - ISHS Fiscal Officer
 - Anthony Parry - ISHS Historic Sites Administrator
- (59) Participants were on the Informational Zoom - Technical difficulties were experienced, but a re-start of the meeting got it on track.
- Reviewed the Request for Qualifications, in particular, the 'Proposal Content' portion that will be what the Selection Committee will be scoring - with specific points assigned to each item. In reviewing the SOQ's the Selection Committee will only look at the contents of the Statement of Qualifications (SOQ) submitted.
- Please provide the requested information, as outlined in items A - G.
- No changes anticipated to the RFQ Schedule included in the document
- Submitters are responsible for retrieving Addendums posted to the DPW website.
- The Addendum cutoff date is 2/1/24 - no Addendums will be issued after this date.
- Janet Gallimore and Anthony Parry spoke more on the RFQ attachments:
 - A. Old Idaho Penitentiary (OIP) Interpretive & Experience Master Plan
 - B. OIP Master Plan Interpretive Components

Specific Interpretive Approaches initial considerations:

- Shirt Factory: Immersive Exhibition
- Orientation / Interactive exhibit located in the Administration Building
- Graphic interpretation (rail panels) with limited AV in the cell houses
- Way finding - Graphic interpretation for “Inside the Walls” buildings and site.
- Way finding - Graphic interpretation for “Outside the Walls” buildings, and site

Thematic Approaches outlines in the OIP Interpretive & Experience Master Plan

1. Industry of the Penitentiary
2. Crime and Punishment
3. What is a Crime

PROPOSAL CONTENT (Specific Points will be assigned to each item)

A. Cover Letter (No point value but is a required element). Include the email address and phone number of the primary contact person.

B. Basic Team Qualifications (5 Points Available): Provide basic data relative to Design-Build team size, history, personnel, special expertise. Provide three to five exhibit projects planned, designed, fabricated, and installed within the last five (5) years for which the Design-Build Team was the prime contractor. Projects must relate to past performance of the key personnel that are part of the Design-Build Team. The sample projects shall demonstrate the ability of the proposed personnel to manage, plan, design, and fabricate both indoor and outdoor museum-quality exhibits.

C. Specific Team Qualifications (20 Points Available): List the team expected to accomplish this work including anticipated consultants. Describe who will perform the various tasks, the amount of their involvement and responsibilities, and give their qualifications. Provide a list of at least three (3) projects, with brief descriptions that show the ability to complete projects of this scope. Provide information for the following in the submittal:

1. Project Manager
2. Exhibit Designer/Exhibit Developer/Exhibit Evaluator
3. Interactive Tech Exhibits
4. Exhibit Interpretive Coach/Editor
5. Historical Expert researcher / writer to work closely with OIP Staff.
6. Graphic Designer/Graphic Shop Supervisor
7. Multi-Media / Audiovisual Systems Designer & Technician.
8. Lighting Designer/Lighting Technician
9. Fabrication Shop Supervisor
10. Being that this project is State funded, with no federal aid funds, an Idaho Public Works Contractor License (PWCL) is required in to submit a response to this RFQ.
11. Electrical subcontractors identified in the RFQ response will need to have an Idaho Public Works License.
12. If an Architectural or Engineer Design Professional is required, they will need to be licensed in the State of Idaho.

D. Historical Architecture (5 Points Available): The OIP campus within and outside the fortress style sandstone walls is a pristine example of early prison architecture and how it evolved over the operation of the prison. Exhibits should integrate and showcase the Architectural history. Provide (3) examples of work that demonstrate the Design-Build's Team designing, fabricating and installing exhibits within a historical context and structure.

E. Technical Approach & Capability (30 Points Available): Provide samples of work which shall demonstrate the ability of the Design-Build Team to design and build museum-quality exhibits, and to respond to both the technical and creative needs of this project. "Museum-quality exhibits" are defined herein as displays produced for a museum, visitor center, or other interpretive facility that interprets historical, cultural, and natural science topics.

- a. Demonstrate the ability to design and build engaging, interactive exhibit content. Samples of work which demonstrate direct audience engagement providing meaningful interpretive experiences may be more favorably rated. (5 Points)