

# CANAVERAL PORT AUTHORITY

PUR-RFQ-11-3

## Professional Services Notice for Design Services For Canaveral Cove Welcome Center Exhibits

### Questions & Answers – as of 4/14/11

Question #1 – Is the Interpretive Themes and Exhibits Report prepared by Gallagher, referred to in the Site Design and Permitting Draft, page 26, available?

Answer – To clarify, this RFQ is for the 1,000 GSF exhibit space in the Welcome Center only. These exhibits will be designed to interpret and promote the Port and the region. The Gallagher report describes a potential adjacent tenancy by a non-profit that would separately develop “Florida 500” themed exhibits. These prospective exhibits are not the subject of this RFQ, and as a result the Gallagher report is not relevant to the current Port project, and could be inadvertently confusing.

Question #2 – Will the design firm chosen also fabricate the exhibits or will a separate RFP be issued for the fabrication? If there will be a separate RFP, will the chosen design team be allowed to respond to that RFP as well?

Answer – This is not intended to be a design build contract. It is presumed that the design firm would not bid on the fabrication unless they can convincingly demonstrate that they would have no conflict of interest.

Question #3 – What professional registrations and licenses do you anticipate being required in the State of Florida to obtain permits for these exhibit design services?

Answer – All exhibits will be required to meet all applicable standards and codes. While no licensing is required for exhibit designers, submitters should indicate any structural and/or electrical engineering support typically required in design of exhibits.

Question #4 - What do you consider, in miles, a reasonable proximity to the Canaveral Port Authority?

Answer – Evaluation criteria allows for a total of 10 points for the location of firm. The distance away from the Port will determine the points earned. This is, however, only one of several evaluation criteria used.

Question #5 - What is your estimated budget for the implementation of these exhibits?

Answer – This information has not been finalized and is not currently available.

Question #6 - Is this solicitation for exhibit design of the 1,000 sq. ft .Welcome Center Exhibit and the 12,500 sq. ft. Florida 500 Theater and Exhibit Space?

Answer – No, this RFQ is only for the design of the 1,000 square foot Welcome Center Exhibit. Any exhibit design that may be associated with adjacent space would be undertaken separately and through a different entity than the Port, as currently envisioned.

Question #7 - It would seem that proximity is a factor in the decision process, as all firms involved must be licensed to do business in Florida and a local office is preferred. What other factors are important to the decision panel? How much is proximity weighted?

Answer – Please refer to the evaluation criteria posted on our website for this project.

Question #8 - Do even subcontractors need to be licensed to do business in FL?

Answer – Only if the exhibit requires a building permit or other permit in the State of Florida.

Question #9 - Have any concepts for the Welcome Center exhibits been developed to date?

Answer – No

Question #10 - Please clarify that this scope of work is for the 1,000 sf exhibit space in the Welcome Center only, and not for the additional 10,000 sf of exhibits mentioned in the Design Guidance Document.

Answer – Refer to question 6 above.

Question #11 - When is the Welcome Center scheduled to be open? We saw the date of June 2013 in the Design Guidance Document--is this still accurate? When would CPA like the actual design completed by?

Answer – June 2013 is still the target opening date. The design must be completed in time to allow adequate time for bidding, fabrication, installation and commissioning to achieve this target opening date.

Question #12 - What is the overall budget for this project?

Answer – Refer to question 5 above.

Question #13 -What type of exhibits are envisioned for the Welcome Center? Are multimedia-based interactives desired?

Answer – An exhibit committee will be appointed and no specific concepts have been developed to date.

Question #14 - Regarding the submission format, should our qualifications be submitted in the SF330 form (with Section H used to respond to criteria not already part of the form) or is the SF330 form expected to be one component of the submission?

Answer – Typically, the SF330 form is just one component of the proposal.