



## **Addenda – Questions & Answers to RFP Interpretative Plan**

- What is the overall budget for this project, or are you expecting a proposed budget from prospective contractors?

A: We are expecting a proposed budget from the prospective contractors for each phase.

- What is the overall time-frame for completed delivery of this project, or are you expecting a proposed time-frame?

A: The time frame for each phase depends on the contractors. The installation would likely be in a few years because it will happen once the new build is completed.

- What costs do you anticipate the \$25,000 fee will cover?

A: This is an approximation. We anticipate that this fee will cover the first phase of the project. We anticipate that interested parties will provide additional fee schedules for the other phases.

- Are you expecting complete turn-key interpretive planning, content development, exhibit design, fabrication, and installation from one consultant, or would you accept third-party consultation and contracting?

A: We are open to discussion on the third-party consultation and contracting. As noted in the RFP, awarding the contract for the first phase does not automatically set the motion for the next phase for the consultants.

- Will there be a designated Project Manager on site for this project?

A: Currently we have a committee who act as the Project Manager for the entire construction project of the new Museum. The Managing Director is currently the exhibitions project manager.

- Would it be possible to get a full list of the outdoor collection?

A. Collections lists will be provided once the contract begins. We weren't planning on releasing collections information at this point.

- Is it possible to move any of these (outdoor) artefacts? Not indoors or out of the community garden, but a different arrangement or position.

A. All the artefacts will be moved off site during the renovation for safety reasons so they could surely be rearranged.

- Please can you share the project schedule? Understanding that the build phase is dependent on funding, what is your preferred schedule for Phases 1 and 2?

A. It is expected that Phases 1 and 2 will be complete by the end of 2024.

- Please can you share the project budget? Even if there is a range, this information allows you to compare fees between proposals, particularly since you have asked for fabrication. Alternatively, would you prefer fees to be provided for the design phases only with the fabrication costs to be determined at a later date?

A. If you would like to provide design fees and a range for fabrication fees that would be ok. We understand that it is difficult to price it out without knowing the design. However, a range of a \$ per square foot is helpful.

- Is this project funding dependent? Are the design phases fully funded?

A. The first phase has been approved for funding. The Design Phase and Installation has not been approved as of yet. The funding dependent aspect is that much of the new exhibition spaces are reliant on a funding dependent expansion project.

- Is the team proposed through this RFP confirmed to carry through to project completion? It was implied at the walk through that there may be other bid phases.

A. Approval to the next phase depends on the outcome of the first phase. The Museum reserves the right to end the contract following each phase. It is our preference to maintain the successful company throughout all phases if possible.

- To what extent is our team involved in or facilitating the community consultation? Are we leading or joining the sessions? Can you confirm your expectations for the number of groups to meet with and the number of sessions with them throughout the process?

A. The consulting firm will be expected to lead the community consultation process whether that is a public session or a public survey. It is expected that there would be at least one public consultation in the first phase and again in the second phase. The Museum has a number of historians who could be consulted as a group or individually. Staff and participating historians should be consulted in each phase as well.

- Is gallery/exhibit lighting design and hardware (track and fixtures etc) included in the base building/architectural/MEP budget or should we budget an allowance for these?

A. There is track lighting in the building budget. If you want to go above and beyond that in the design then you should incorporate that in your budget.

- With respect to 'language barriers', is there an expectation for delivery of bilingual or multilingual content?

A. We do want to be bilingual (French and English) and we have members who can assist with that. We would like the Indigenous sections to be multilingual. Current we offer hardcopy guides for other languages as we are a tourist town that welcomes individuals from all over.

- Will AV/digital media be addressed via a separate RFP or should this work be priced as part of this process?

A. AV as it relates to the exhibitions should be considered in your price for the appropriate stage.

- Does the digital kiosk referred to in Link Second Floor Gallery (new) exist or is it within the project scope?

A. It does not currently exist and should be part of the scope.

- For the Outdoor Gallery (existing), should the proposed team include a licensed landscape architect or will the architecture and construction contractors provide this (not including any proposed interpretive elements)?

A. Currently included with the construction budget. Our Project team also includes landscape architects who may assist pro-bono.