

**STATE PROJECT NO. 745-97-0007
FEDERAL AID PROJECT NO. FEDERAL AID PROJECT NO. SB-LA06(005)
NATIONAL HURRICANE MUSEUM AND SCIENCE CENTER, PHASE III
STATEWIDE**

Questions and Answers

1. Is it possible to schedule a site visit?
Answer: It is possible to schedule a site visit. The total cost of the visit would be the responsibility of the proposing organization. Contact Jill Kidder: jill@in-housecreative.com

2. You ask for Science Exhibit credentials – but the master plan suggests that history, storytelling and immersive experiences will be a significant parts of the visitor’s experience. Since it will be very important to the success of the project that these all be integrated, should we include experience in this regard, in section B, or restrict credentials to Science Exhibits?
Answer: Please include credentials on science, history, storytelling, and immersive experiences in your outline of qualifications.

3. Can you clarify the Marketing Materials that you want, so that we can respond with appropriate experience/skill set and level of effort? Particularly the first item.
 - Validation/Revision (This could be a considerable study, or a simple internal review)
 - Branding and Image Development
 - Pre-Launch Awareness
 - Launch strategy
 - Post Launch Marketing Plan
 - Evaluation Plan**Answer:** For marketing materials we would like to have everything through the launch strategy. Our goal is to validate/revise/add to the research that was done in the Master Plan, and then to use the research and marketing materials in order to sell this project to potential public and private stakeholders. Separately from this RFQ, but following alongside this request in timing, we are reviewing proposals from fund development experts to assist us with board development and a complete capital campaign.

4. Have they considered the exterior/site, development/landscape requirements as having potential for enhancing the visitor experience?
Answer: Yes

5. Shouldn't there be a requirement for a Landscape Architect on the team?
Answer: We would hope that the lead architectural firm would include a landscape architect as part of the team of professionals that they bring to the project.
6. Is a LEED certified building of interest? Will LEED Certification be required?
Answer: Though not required, due to the nature of the project LEED certification would enhance the project as a whole.
7. The proposed schedule on the NHMSC Website seems to be inconsistent with the RFQ. Is an updated timeline available?
Answer: Timing is a variable dependent upon funding.
8. Do you have a target opening date in mind and what is it?
Answer: As stated above, timing is a variable dependent upon funding. Due to the size of the project and the need to raise funding, an anticipated opening date of 2012. Please specifically note that there are two distinct parts or "pearls" to the design concept. One pearl, and the first pearl anticipated to be built, would be in Cameron Parish. In the minds of those currently in charge of the project, this is the smaller visitor center/memorial museum concept. If funding and planning permit, this pearl could be opened at an earlier date than 2012.
9. What is the current relationship between the NHMSC and the Southwest Louisiana Design Team? What is the anticipated involvement of the Southwest Louisiana Design Team moving forward?
Answer: The Southwest Louisiana Design Team answered and won the first RFQ to produce the NHMSC Master Plan that is now published on www.nhmssc.com. The group put together an excellent team of professionals and produced a very good document that the NHMSC has been using to guide all efforts to this point. The team also assisted with documents and meetings during the site selection for the NHMSC. The team's work officially ended with the site selection. The Southwest Louisiana Design Team will be answering this RFQ and going through the process as any other organization or team.
10. Please clarify the order of the phases. Will "Architectural Program and Schematic Design" precede "Exhibit Program and Schematic Design" as suggested in Section 1.1 Background/" or will the sequence be the reverse?
Answer: This is up to the presenting organization, but it stands to reason that the storyline and schematic design of the exhibits would need to be developed in order to determine the building architecture. With that said, the building in Lake Charles/Calcasieu Parish needs to be an ICONIC one, able to draw people in simply by its exterior.

11. Who are the Selection Committee Members?

Answer: We have received confirmation from the following people:

- DOTD Valerie Horton
- DOTD Peggy Bueche
- DOTD Robert Hennigan
- DOTD Jeremy Jones
- DOTD Leslie Mix
- DOTD Edward Wedge (Non-Voting)
- Non-DOTD Shelley Johnson, Southwest Louisiana CVS
- Non-DOTD Jill Kidder, NHMSC
- Non-DOTD Monte Hurley, Creole Nature Trail
- Non-DOTD Sharon Calcote, LA Dept of Culture, Recreation and Tourism
- Non-DOTD Mayor Randy Roach, Lake Charles, Louisiana

12. The second bullet of Item 4 in Attachment I ends with an incomplete statement (“including). How should this statement read?

Answer: This was overlooked the word “including” should have been deleted.

13. We understand that the Southwest Louisiana Design Team prepared the master plan. Are they individually or as a group allowed to pursue this phase (noted at Phase III in the RFQ)?

Answer: Yes

14. Are expenses part of the fixed design fee or additional?

Answer: Must be included in fixed fee.

15. Will the selected team continue on to subsequent design phases? And, when are those phases expected to begin?

Answer: This would be the prudent path to take and the desire of those who are currently guiding the project. Moving forward is dependent upon funding and from where the funding comes. When are those phases expected to begin? Fund development plans are moving forward in concert with the timing of this RFQ. All timing is dependent upon raising the funds.

16. This is an RFQ for various types of services. What do the following sentences mean? ”One prime Consultant (Consultant) shall be selected for this contract. The Prime Consultant may subcontract the specified services with subcontractors listed in the RFP, following written approval from DOTD.”

Answer: From the Consultant Manual.

2.2.7 Prime Consultants and Sub-Consultants

DOTD contracts only with Prime Consultants. It is the responsibility of the Prime and its sub-consultant(s) to contract with each other. Primes and their sub-consultants should present a reasonably accurate description of duties and percentage of total work for each in their respective responses to the Notice/Advertisement. At no time may the portion of the work to be performed by the sub-consultant exceed the portion of work to be performed by the Prime.

We prefer that the Prime perform greater than 50% of the services, however, in a multi-discipline contract such as this, we will allow the Prime consultant to perform the majority of the work (i.e., Prime 40%, Sub1 30%, Sub2 20%, Sub3 10%).

17. Should we name our entire team in this proposal or only the core team?

Answer: The entire team should be named.

18. Item 1 (“Executive Summary”) of Attachment 1 (“Proposal Format”) refers to Attachment IV. This does not seem to be included in the RFP document.

Answer: Should read; refers to Attachment III not IV

19. Should each of our team members (architect, exhibit designer, finance/marketing firm) respond independently to 2 B-E: 3: and 4?

Answer: Yes, the Prime and subs should respond independently

20. Should architect only respond to Certification Statement?

Answer: Only the Prime needs to complete the certification statement.

21. In responding to forms A, B, C, D, and E, do the individual firms on our team (architect, exhibit designer, financial/marketing firm) respond as follows on the indicated pages, or is there another way of organizing the materials?

A. Museum Buildings: Architect

B. Science Exhibits: Exhibit Designer

C. Memorials/Visitor Centers: Architect; Exhibit Designer Marketing Materials: Financial/Marketing Firm.

D. Awards: 5 for Architect: 5 for Exhibit Designer Masterplan Familiarity: 1/3 page for Architect’s response; 1/3 page for Exhibit Designer’s response; 1/3 page for financial/marketing Firm’s

E. Response

Answer: In order for the selection committee to properly review and evaluate the material, it is respectfully requested that the organization of the materials be kept intact as listed in the RFQ. This is the section that allows the Selection Team to see your work within the various fields of expertise required to complete this job.

22. In what section of the Proposal format outlined in Attachment 1 should forms A, B, C, D, e and F be included?

Answer: List as Attachment 1 in proposal and then designate each area as A. B. C. D. E and F.

23. Other than the CD of images that correspond to forms A, B, C, D, E, and F, are we permitted to show any graphic material?

Answer: Please scan and place any supplemental materials on CD and list as such.

24. Should the CD also include a PDF of the entire Proposal submission?

Answer: Not required but would be acceptable.

25. Please confirm the start/completion date of the contract.

Answer: The overall contract time is 2 years. The time may be extended through an approved supplemental agreement if needed. Fund raising for the museum is dependent upon Schematic Design documents. Therefore, early completion dates in the proposed Work Plan will be considered when rating the proposals. The exact starting date is contingent upon selection and award by DOTD and FHWA authorization, however, the goal is to have the selected consultant under contract within 30 days after the selection. The proposed selection date is on or about August 4, 2008.

26. Are budgets for each area of regarded as fixed amounts between disciplines/deliverable? Can there be flexibility between areas?

Answer: Each segment has an estimated cost and is flexible and may be adjusted with permission from the Project Manager. However, please note that the entire project is a fixed fee of \$1,360,000.

27. Will you issue all question and responses to all proponents?

Answer: Deadline for receiving Consultant inquiries was June 27, 2008. All questions received before this deadline will be answered and linked to the advertisement at: <http://notes1/agrestat.nsf/WebAdvertisements?OpenPage>