ADDENDUM 2
REQUEST FOR PROPOSAL NO. 161302
PUBLIC ART FUND CONSERVATION

Total pages in this addendum: Four (4)

CLARIFICATIONS

DUE DATE IS 11:00 AM M.S.T., 11/08/13, PER ADDENDUM 1

SECTION VIII - EVALUATION CRITERIA, Page 18, SHALL READ AS FOLLOWS:

1) Qualifications of Conservator and team members per Section VII.
2) Demonstrated experience to perform Scope of Work as outlined in Section V.
3) References: Three previous clients of similar projects, with contact information (name, address, phone, email address).
4) Fee Proposal, per Section IX.
5) Other considerations/value added.

SECTION IX – PRICING AND RECOMMENDATION, Page 19, SHALL READ AS FOLLOWS:

SECTION IX – FEE PROPOSAL

Provide the estimated total fee for your team and estimated expenses (if any; travel, lab fees, etc.). The table in the RFP may be used but is not required.
RESPONSES TO INQUIRIES

Please note the following questions were asked prior to the deadline for inquiries date of 10/18/13 at 5:00 P.M., MST.

1. Q. Page 19, Section IX – Do we need to submit this actual page/spreadsheet or can we make our own spreadsheet and submit that? The one on page 19 doesn't provide enough room.
   A. See addendum modification to Section IX above.

2. Q. Page 14, number 5 says to create a maintainable spreadsheet of the recommended treatments. Is this to be provided after a contract has been awarded to the selected conservator or is this blank spreadsheet to be included by all conservators/firms bidding?
   A. The spreadsheet may be requested from awarded conservator. Proposer has the option to provide an example (blank spreadsheet or from another project prepared by the Proposer).

3. Q. In Section IX is this spreadsheet format for “fee summary” mandatory or will another format option be accepted? I prefer to provide cost breakdowns by: labor costs, materials, travel/lodging and documentation/insurance.
   A. See addendum modification to Section IX above.

4. Q. Section V., Page 15, 6) Devil Dancer - The art piece is in storage and not available for viewing.
   A. Additional photos of Devil Dancer are attached.

5. Q. Certain artworks obviously require comprehensive restoration, however an annual maintenance specific to each artwork is also recommended. Would you like cost breakdowns and recommendations for annual maintenance thereafter for each piece?
   A. No. These costs may be requested from the awarded conservator.

6. Q. Is printing the proposal double-sided mandatory?
   A. Double-sided printing for the proposal package is recommended, but not mandatory.

7. Q. Is Section XIII to be included as the cover page as is, or will another option be accepted as long as all required information is given and clearly marked?
   A. We recommend the RFP Cover Page as shown in the RFP.

8. Q. Does the assessment for each piece in the proposal mean that all of those facets are executed for the proposal or just a budget for them?
   A. Provide only your fee to provide the assessment, per Section V – Specifications/Scope of Work.
9. Q. I know there is no pre-bid conference, but is it possible for someone to make a site visit in order to accurately assess the conditions of the pieces? If not, are better pictures available?
   A. The ASU Tempe campus is a public facility. Feel free to view the art pieces during normal business hours.

10. Q. If we are awarded the project to conduct the assessment, would we be able to bid on the project to perform the conservation treatment?
    A. Yes.

11. Q. The term of contract (page 4 of the RFP) mentions that the initial term is for 1 year with the possibility of 4 successive 1-year renewals. Would the additional renewal time be for the assessments only, or would it also include treatment work?
    A. The term of this contract is for Scope of Work outlined in Section V.

12. Q. The RFP did not contain Attachment A. Can you please attach the Tempe Campus Public Art Map?
    A. Attachment A is a separate document located on the bid board.

13. Q. Page 15 of the RFP provides a list of the monuments requiring assessments, which includes 20 monuments. On the same page, directly above the list, the RFP also mentions that it is not limited to these monuments. How many monuments will require assessment for this particular project? If there are additional monuments to be assessed (beyond the 20 that are listed) can you please provide a list for any additional monuments?
    A. This assessment includes only the twenty (20) art pieces. Strike “including, but not limited to the following”.

14. Q. Page 15 of the RFP lists 20 pieces of art on the Tempe Campus with the preface “including, but not limited to the following”. Question: Could you please clarify precisely how many pieces of art would be included in the condition assessment so we can provide the most accurate pricing possible?
    A. This assessment includes the twenty (20) art pieces on page 15. Strike “including, but not limited to the following”.

15. Q. Page 17 Item 2 asks for “Conservator Qualifications” and Page 17 Item 3 asks for “Team Member Qualifications”. For item 2, should we be providing the qualifications that are general to our firm (here, “conservator” is understood to mean “conservation firm”) where for Item 3, should we provide qualifications that are specific to each individual conservator (staff member) that we have identified and are proposing to work on the project? Could you please differentiate between the two?
    A. A Conservator shall serve as the point of contact and hold the contract with ASU. If the work will be executed by a team, qualifications shall be submitted for the Conservator and each team member (or “staff” member) and provide demonstrated areas of expertise.
16. Q. Page 19 of the RFP asks for proposed conservator’s fee for the condition assessment “for each art piece”. Page 19 also includes a Conservator Fee Summary table. Is this table to be filled out for each individual art piece, or should it reflect the total for the entire collection?
   A. See addendum modification to Section IX above.

17. Q. Page 18 Section 8 lists “Pricing and Recommendation Treatment” as one of the Evaluation Criteria (#2) for the proposal. Page 19 Section 9 asks for a conservator fee for a “condition assessment; restoration and maintenance recommendations; and a cost estimate for the recommended repair and maintenance in a narrative report as well as summarized in a spreadsheet format”. Question: Could you please clarify whether Section 8 Item 2 indicates that proposals will be evaluated on actual restoration and maintenance recommendations or the conservator’s fee for restoration and maintenance recommendations.
   A. See addendum modification to Section VIII and Section IX above.

All other specifications, terms and conditions of the solicitation shall remain unchanged. All addendums to the RFP will be available at: http://asu.edu/purchasing/bids/

If you have any questions regarding this notice, please contact me at 480.727.3849 or gail.horney@asu.edu

Gail Horney
Buyer, Purchasing and Business Services

Attachments: Additional photos of Devil Dancer