

THE TOWN OF

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PRINCEVILLE

OFFICE OF THE TOWN MANAGER
GLENDA L KNIGHT, TOWN MANAGER
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RYAN KING, ATTORNEY

CHARTERED IN 1885

The Town of Princeville
ADDENDUM 1

To: All Bidders
Date: Wednesday, January 11, 2023 (*from first RFQ posting*)
Project: Princeville’s Museum Recordation and Public Interpretation Services
Notice: Additional questions to this RFQ are due by 5 :00 pm EST on February 28, 2023;
This bid proposal closes March 17th, 2023 at 5:00 pm EST
Dr. Glenda Knight, Town Manager
From:

Bidders are hereby notified that this Addendum shall be attached to and made a part of the Bidding and Contract Documents.

The following items are issued to amend the Bidding and Contract Documents. These items shall have full force and effect as the Bidding and Contract Documents, and costs involved shall be included in the bid prices. Bids to be submitted on the specified bid date shall conform to the modifications listed herein.

Acknowledge receipt of all Addenda by referencing having reviewed each Addenda by number (*example*: Addendum 1). Failure to do so may subject the bidder to disqualification.

Following are the questions submitted and answers provided for the above-mentioned Invitation To Bid. The questions and answers are to be considered as part of the Invitation To Bid. It is the Bidder’s responsibility to check the Town of Princeville’s website for all Addenda or Amendments: www.townofprinceville.com

This Addendum will become part of the Bid Package and should be acknowledged with the Invitation To Bid.

Question #	Question	Town Response
1	Is the Vendor conducting original research, informant interviews, etc., to use in the storyboarding or will the Vendor be using existing research, photographs, etc., available from the Town and other resources? Or both?	The selected vendor will be provided access to existing historical documentation, images, video and artifacts but is also expected to conduct original research including interviews, review of historical archives, photography and other means.
2	Are the artifacts to be used in the exhibit already in the possession of the Town of Princeville (an existing collection), or does the Town anticipate new artifacts being recovered during the renovation of the museum, which will be used in the exhibit?	Artifacts are already in possession of the Town and it is anticipated that there will also be artifacts recovered during the museum’s renovation. Any and all artifacts will be collected by the Town after these artifacts are properly recorded by the vendor. It is expected that artifacts found will be used in the exhibit dependent upon a prioritization of all artifacts to be considered for inclusion in the museum’s exhibits.
3	Does the Town anticipate a need for any archaeological excavation prior to any ground disturbance activities as part of the museum renovations?	It is preferred that at least two pre-construction site inspections by the selected vendor will take place in advance of any construction site preparation or renovation work for construction is underway.
4	Does the Town anticipate any archaeological monitoring during any ground disturbance (e.g., foundation work)?	It is likely that archaeological monitoring will need to occur as needed depending upon the construction renovation timeline.

(questions continued, next page)

5	As related to project schedule, and assuming photographs of the renovation work may be included in the storyboarding as part of the building's history, about how long is the renovation work scheduled to take?	Photographs are required as part of the scope of work for this proposal. The Town anticipates approximately six to eight months provided a construction firm can be under contract by May of this year (2023). A potential schedule for construction could be starting work in early May 2023 and all work completed by October this year.
6	When does the town anticipate the recordation services work to begin?	The closing date and time for the Town to receive proposals is March 17, 2023 at 5:00 pm EST. It is expected that a decision will be made on the most qualified vendor by mid-March. Provided cost negotiations proceed timely, it is anticipated that the selected vendor would begin work no later than early April 2023.