



Construction Contracts Administration, Procurement, Contracts, & Materials Management (PCMM)
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Oregon State University
Construction Contract Administration
OSU 150 Exhibit RFQ

ADDENDUM NO. 1

THIS ADDENDUM IS BEING ISSUED for clarification and/or revisions of the specifications as noted. This document is hereby made a part of the Contract Documents to the extent as though it was originally included herein.

The following changes shall be made to the RFQ:

Item 1 *Section 11.0 Submission:* INCREASE the number of hard copy submissions from thirteen (13) to fifteen (15).

Questions and Clarifications:

Item 2 **Q:** Is the Traveling Exhibit design only, or does the package include producing the exhibit?
A: The traveling exhibit will require design and may include production by the awarded proposer. Three, three sided fabric collapsible displays are the current concept and may be produced separately, or by the awarded proposer at OSU's sole discretion. It should be noted that the traveling piece is secondary to the primary Oregon Historical Society piece.

Item 3 **Clarification:** The production of the traveling piece will not require a CCB license as there is no installation involved. The traveling piece is intended to be designed so that OSU can send it someplace or be taken by OSU staff, and assembled on site. Similar to a trade show booth.

Item 4 **Q:** Is there a specified size for the Traveling Exhibit?
A: No further information is available at this time for the traveling piece.

Item 5 **Q:** Do you have a schedule of potential sites where the exhibit would tour so we can assess site requirements for developing a traveling exhibit?
A: No further information is available at this time for the traveling piece.



- Item 6** **Q:** If there is production associated with the traveling exhibit, what is the proposed budget, or percentage of the total package budget?
A: Budget for traveling exhibit will be determined after proposer award.
- Item 7** **Q:** Please confirm the Construction Contractor’s Board license requirement for the contractor performing installation services of the Oregon Historical Society exhibit.
A: Confirmed. If a proposer does not possess an active license, the following options are available: 1) obtain a CCB license prior to the installation contract execution; 2) hire a sub-contractor with an active CCB license to perform installation services.
- Item 8** **Q:** In regard to 7.0 References, what is the distinction you are making between a sub-consultants and a contractor?
A: Sub-consultants are those firms you have hired to assist your firm in the design, engineering, consulting, or similar field for past projects. Contractors are those firms you have hired or worked with to perform installation services for past projects.
- Item 9** **Q:** Confirm the requirement of 9 references in total?
A: Confirmed, OSU is requiring references from three owners, three sub-consultants, and three contractors.
- Item 10** **Q:** In regard to Portfolio in 11.0 Submission section: Would you like to see a portfolio of past work provided it fits on the (25) pages?
A: As indicated in *Section 11 Submission*, information should be presented in the same order described in *Section 6.0, Evaluation Criteria*.
- Item 11** **Q:** Is there a particular spot in the proposal you would like to see a portfolio of past work?
A: As indicated in *Section 11 Submission*, information should be presented in the same order described in *Section 6.0, Evaluation Criteria*.

END OF ADDENDUM NO. 1