

**Request for Proposal (RFP) –
Exhibit Designer and Fabricator for
The REPUBLIC OF THE RIO GRANDE® Museum
(Front Gallery)**

Approximate Project Value: \$30,000-40,000
The budget range includes design, labor, installation and materials
Sq Ft of Exhibit Space: 600

Time Frame: Completed: September 1, 2020

The Webb County Heritage Foundation (WCHF) is soliciting RFP's from contractors interested in designing and fabricating an interactive exhibit for the REPUBLIC OF THE RIO GRANDE® Museum's front gallery. The primary audience for this exhibit will be for visitors of all ages and the exhibit is expected to be installed for a period of 15 years. Each interactive component will allow visitors to experience a low technology, hands-on experience.

A successful proposal will reflect the authentic look and feel of a 19th century experience. Visitors will be able to engage with content physically and intellectually through hands-on learning to better understand the history of the Republic of the Rio Grande. These interactive components will be installed on a semi-permanent basis, and high marks will be given to proposals that consider durability, safety, and ease of maintenance and repair. Interpretive text content will be provided by Museum staff. Where there are illustrated components, the expectation is that the designer/fabricator will work to create and provide the illustrations with input from the WCHF to create the appropriate artwork needed to interpret the story of the Republic of the Rio Grande. All artwork created, will remain property of the WCHF. Audio content and recordings will be created and provided with participation of the WCHF. All exhibit content will be presented in English and Spanish. Preliminary concept items will be required and must be completed by December 31, 2019.

Preliminary items include:

- Exhibit concept drawings in color
- 3D computer generated model of exhibit space
- 3D Scale model

Exhibit elements will include:

1. Patrician Wall

The patrician wall will be used to divide the main reception/gift shop area from the new exhibit. This patrician wall will be used for visitor photo opportunities, and for the introduction to the museum. This wall will be free standing.

2. Text Panels

- a. Timeline
- b. Why the separation from Mexico
- c. Map of the area of the Republic of the Rio Grande
- d. Information about the flag and capitol building
- e. Major figures of the Republic
- f. Why the Republic was so short-lived

The first element will consist of exhibit text and illustrated panels that will be presented in both English and Spanish. The panels should incorporate simple interactive elements.

Examples of simple interactive elements include:

- simple illustrated interactives that are mounted with a sliding panel to reveal an answer to a question or fun fact
- panel sections that can be rotated horizontally to reveal additional information
- Interactive map illustrating the region of the Republic of the Rio Grande that will play short audio narratives, by pressing buttons on the map.

3. Custom Realistic Figurine Display

The third element will require the manufacturing of a custom realistic figurine display that will illustrate the story of the beheading of Colonel Antonio Zapata, whose head was preserved in a cask of brandy. The display will require a text panel, with an audio narrative.

Response to this RFP should be sent to:

Webb County Heritage Foundation
P.O. Box 446
Laredo, Texas 78042

or

heritage@webbheritage.org

Deadline: Response must be received by August 30, 2019

The request for proposal does not commit WCHF to award a contract or to pay any costs incurred in the preparation of the proposal. WCHF reserves the right to extend the due date for the proposal, to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified consultant, or to cancel the RFP in part or in its entirety.

Screening and Selection: A screening committee will review the submittals and rank proposals. The highest ranked proposals will be asked to interview.

Expected Sequence of Events

Receipt of RFPs: August 30, 2019

Review and selection of qualified applicants: September 20, 2019

Interview top selected applicants: September 23-27, 2019
 Final selection of applicants: October 4, 2019

Response requirements:

Response should include, but is not limited to the following information:

1. Resume.
2. Background, history, and project experience.
3. Describe organizational approach.
4. Describe how you would address the following:
 - a. Design and Work Plan Strategy
 - b. Onsite Project Management Approach
 - c. Progress Meetings
 - d. Cost Estimating
 - e. Scheduling
5. Outline the proposed fee schedule.
6. Identify and describe any sub-contractors (sub-consultants) that will be used.
7. Provide client references.
8. Provide examples of work of completed projects.
9. Describe any experience working with projects of this nature.
10. Describe any relevant experience with integrated design or design charrette.

General Requirements

Provide Certificate of Insurance for the insurance that, if selected, will need to be in force at all times during the contract period. Insurance company coverage must be with a current AM Best's rating of no less than "A" and include the following coverages:

Commercial General Liability \$1,000,000 each occurrence

Excess/Umbrella Liability \$1,000,000

Workers Compensation Statutory Limits

- a) Indemnification endorsement covering the additional insured's and owner.
- b) Contain no exclusions for means, methods, techniques, sequences or procedures.
- c) General aggregate to apply on a per project basis.
- d) Contain a deductible of no more the \$25,000.

All proposal packages received by WCHF will become WCHF's property for use as deemed appropriate. The WCHF is an equal opportunity Employer. Every effort will be made to ensure that all persons, regardless of race, religion, gender, color and national origin have equal access to contracts and other business opportunities with the WCHF.

ZARAGOZA STREET

EXISTING FLAGPOLE
MOUNTING TO BE
MODIFIED

SEC C

DOOR

DOOR

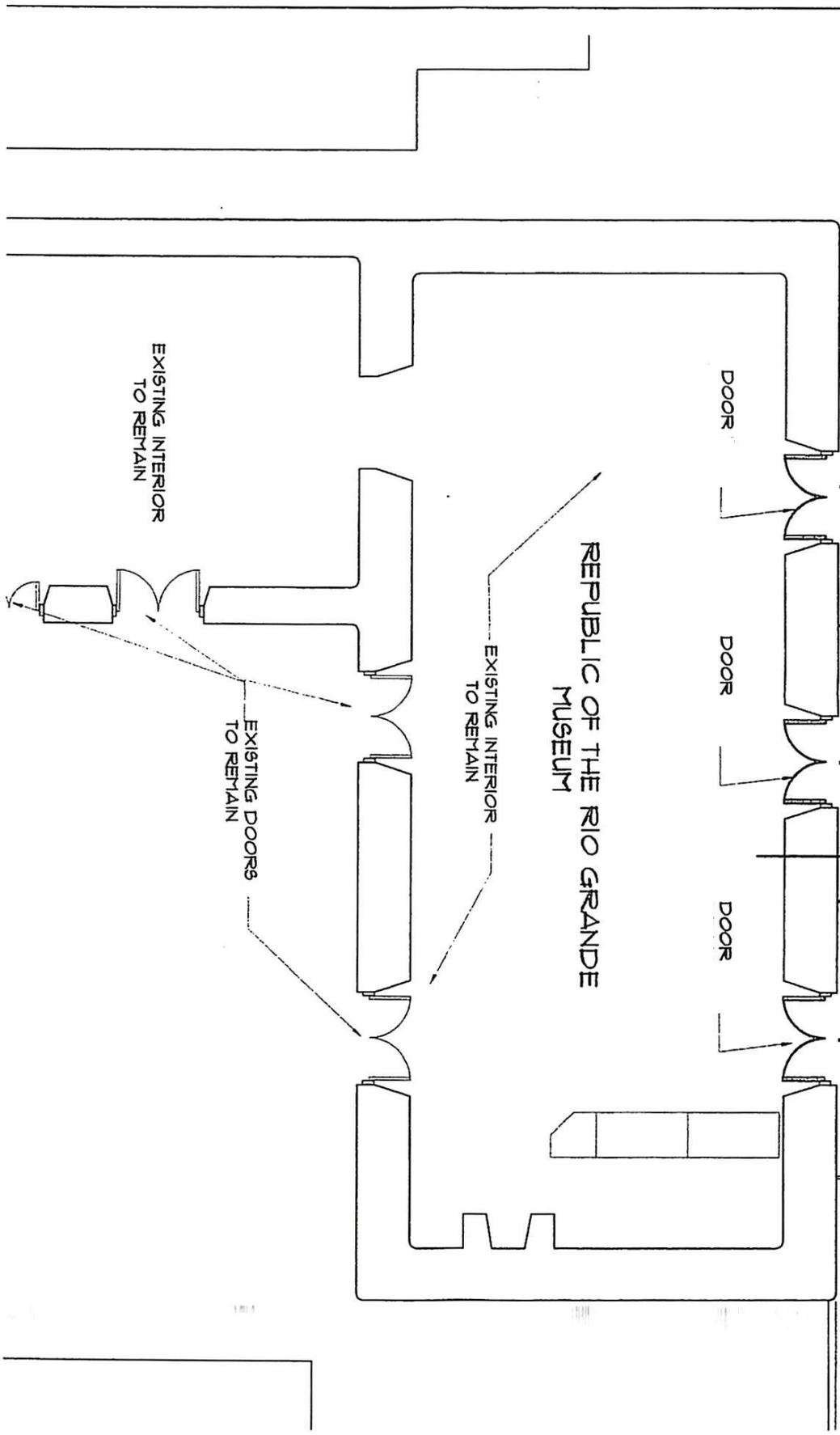
DOOR

REPUBLIC OF THE RIO GRANDE
MUSEUM

EXISTING INTERIOR
TO REMAIN

EXISTING DOORS
TO REMAIN

EXISTING INTERIOR
TO REMAIN



HEIGHT - 131 in = 11 FT 5 IN

