

Capital Area Transportation Authority



AMENDMENT NO. 1 TO SOLICITATION MULTI-MODAL GATEWAY ART IN TRANSIT PUBLIC ART PROJECT

1. AMENDMENT NO: 1	2. SOLICITATION NO: RFP 2017-104	3. SOLICITATION NAME: Multi-Modal Art in Transit Public Art Project	4. AMENDMENT DATE: March 10, 2017
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5. ISSUED BY

Capital Area Transportation Authority
Purchasing and Contracts Department
4615 Tranter Street
Lansing, MI 48910

PLEASE NOTE: Contractor is required to sign this document and return it with the bid/proposal/quote.

6. DESCRIPTION OF AMENDMENT:

- a. The Pre-Proposal Meeting Minutes / Responses to Vendor Questions, is attached.
- b. All other terms and conditions remain unchanged.

NAME / TITLE OF OFFEROR (Type or Print)	COMPANY NAME
(Signature of person authorized to sign)	(Date Signed)



Date: March 10, 2017

Re: Minutes of Pre-Proposal Meeting and Responses to Vendor Questions
CATA RFP 2017-104, Multi-Modal Gateway Art In Transit Public Art Project

A pre-proposal meeting was held on March 7, 2017 at 2:00 PM. Those in attendance were:

Susan Holmes, CATA Purchasing and Contracts Manager
Allan Currie, CATA Procurement Specialist
Elizabeth Hude, CATA Systems Planner
Nevin (Nevin Graphics), Artist
Reuben Kenyatta, Artist
Ivan Iler, Artist
Mary Gillis, Artist
Julian Van Dyke, Artist

- I. Susan Holmes provided an overview of the following:
 1. Introduction of Meeting Attendees;
 2. The various administrative functions as well as the RFP process as a whole;
 3. All communications must be directed to the Purchasing Department during the entire procurement process until subsequent to contract award;
 4. The various Phases as outlined in the Request for Proposal, including:
 5. Phase 1, Task 1 - Preliminary Designs, are due by 2:00 P.M. on March 24, 2017, Eastern Standard Time ("EST");
 6. Phase 1, Task 2 – Notification(s) of Invitation to Present Presentations are due by April 7, 2017;
 7. Phase 2, Task 1 – Final Designs, are due by April 26, 2017 at 2:00 P.M. EST;
 8. The criteria used in evaluation of the designs submitted;
 9. The Contract resulting from this solicitation will be a fixed price contract, not-to-exceed \$105,000;
 10. Vendors should thoroughly review all provisions listed in CATA's Terms and Conditions (Appendix A). Because this document will become part of the contractual agreement for this project, vendors should submit with their initial design a brief statement, either in their proposal Cover Letter or separately, certifying they have read and agree with CATA's Terms and Conditions and the RFP as a whole;



11. Vendors are requested to submit, either in their proposal Cover Letter or separately, a statement of compliance and agreement to comply with all required Federal and State laws and regulations related to this project;
12. Vendors are required to submit signed copies of the following: Appendix E (Certificate Regarding Lobbying), Appendix F (Buy America Certification – sign only one of the two certificates provided – do NOT sign both); and Appendix G (Iran Economic Sanctions Act Certificate). Failure to submit signed copies of all these certifications may result in disqualification of a submission for non-compliance;
13. Vendors should review all proposal requirements listed at Section 2-G to ensure submission compliance;
14. Scope of Work. The objectives of this project are listed at Section 2-B and 2-C of the Request for Proposal; the statement of art piece and/or sculpture focus should be “movement” while incorporating kinetic features, if possible, in the sculpture/art piece;
15. While highlighting the main theme of “movement,” artists may also characterize diversity in travelers, connection to location (i.e., CATA, Amtrak, Greyhound, East Lansing, Michigan State University);
16. The art piece will be centralized and will be seen from all angles x 360 degrees.

II. Questions and Answers

Q: What is the expected start date for this project?

A: CATA anticipates the project to commence in June/July 2017.

Q: Does CATA have a set completion date for this project?

A: There are no set dates for completion.

Q: Is the vendor responsible for both design & implementation of the project?

A: Yes.

Q: Will the vendor need to include pricing for a foundation in their cost proposal?

A: Yes.

Q: Is there electrical available on site for the vendor to use?

A: Yes, the island does have an electrical outlet.

Q: Will the vendor need to include any lighting in their price proposal?

A: All lighting, etc. related to any piece of art should be included by the artist in their proposal.

Q: The request for proposal states that the vendor is to be paid 80% upon completion of the work, and 20% after final inspection and acceptance. Is the artist responsible for funding the project before completion?

A: Yes.

Q: What is the anticipated length of time between project completion and CATA's final approval?

A: Historically 30-60 days.

Q: Are there any specific designs CATA would like to see?

A: Refer to Scope of Work in RFP; also discussed in Paragraph 14-16, above.

Q: Is an insurance certification required?

A: Yes, subsequent to final selection and project award but prior to contract execution.

Q: Will the project need a structural engineer's approval?

A: Dependent upon art piece submitted. The support base/pad for the proposed design will need to meet the specifications as required for the necessary building and electrical permits in the City of East Lansing.

Q: Are there any permits that will be required to complete this project?

A: Dependent upon scope of art piece / sculpture submitted. A Building Permit would be required for the base/pad that the art piece would be placed on. Depending upon the size and how the art will be installed, etc. If there is lighting installation required around the art piece, an electrical permit will be required.

Q: Is there a height limit for the project?

A: There is no specific height limit, however, the design will need to be properly supported and secured. Height will be a factor in determining the level of support needed at the base/pad.

Q: Has the proposal evaluation committee already been selected?

A: Yes.

Q: How much of the available area listed in the RFP should be used?

A: Artists may utilize as much or as little space as they desire for art piece, landscaping (if desired), etc.

Q: Design submissions: should the seven (7) paper copies and one (1) electronic copy (via CD, flash drive, etc.) be delivered to CATA's Administrative Building?

A: Yes – 4615 Tranter Street, Lansing, MI 48910. Please refer to the Schedule of Activities and the RFP requirements for further submission requirements.

Q: Can companies outside the USA take part in this RFP?

A: Yes. However, if the cost would increase as a result of travel charges for meetings, project constructions, etc., that may affect competitive pricing. In addition, Firms outside the United States must be highly knowledgeable of international, U.S. and local trends and preferences and must follow all FTA, MDOT, and Local Rules and Regulations.