



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Centralized Request for Proposals
Miscellaneous

Proc Folder: 1444333

Doc Description: Outdoor Exhibit Specialty Contractor

Reason for Modification:

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2024-06-06	2024-06-14 13:30	CRFP 0432 DCH2400000002	1

BID RECEIVING LOCATION

BID CLERK
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON ST E
CHARLESTON WV 25305
US

VENDOR

Vendor Customer Code: VS0000046008

Vendor Name : Pizzazz Scenic Contactors, Inc.

Address :1354

Street :Wigmore Street

City : Jacksonville

State : Florida

Country : United States

Zip : 32206

Principal Contact : Glenn Cleffi

Vendor Contact Phone: 904-641-1239

Extension:

FOR INFORMATION CONTACT THE BUYER

Larry D McDonnell
304-558-2063
larry.d.mcdonnell@wv.gov

RECEIVED

2024 JUN 13 AM 10:03

WV PURCHASING
DIVISION

Vendor

Signature X *Glenn Cleffi*

FEIN# 59-3695193

DATE 6/7/2024

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION**REQUEST FOR PROPOSALS**

The West Virginia Department of Administration, Purchasing Division (hereinafter referred to as the "Purchasing Division") is issuing this solicitation as a Request for Proposal ("RFP"), as authorized by W. Va. Code 5A-3-10b, for the West Virginia Department of Arts, Culture, and History (hereinafter referred to as the "Agency") to provide a Specialty Contractor (hereinafter referred to as "Vendor") final design, fabrication, shipping, and placement of signage/graphics, 1 box for stained glass, 2 boxes for oil/gas and coal, 2 boxes for timber, and water transportation, 3 boxes for chemical, iron/steel, salt, clay/glass, and railroad transportation in accordance to the specifications provided in the supplied WV Outdoor Exhibit Artifact Design Intent, dated March 6, 2024, ATTACHMENT B for the West Virginia Department of Arts, Culture and History's Natural Resources Outdoor Exhibit. Examples of the exhibit cases categories are coal, chemical, iron, steel, oil, gas, salt, clay, glass, agriculture, timber, water transportation, and railroad transportation, per the specifications and terms and conditions as attached hereto.

****ONLINE SUBMISSIONS ARE PROHIBITED FOR REQUEST FOR PROPOSALS*****

INVOICE TO	SHIP TO
DIVISION OF CULTURE & HISTORY CULTURAL CENTER 1900 KANAWHA BLVD E CHARLESTON WV 25305-0300 US	DIVISION OF CULTURE & HISTORY CULTURAL CENTER 1900 KANAWHA BLVD E CHARLESTON WV 25305-0300 US

Line	Comm Ln Desc	Qty	Unit of Measure	Unit Price	Total Price
1	Outdoor Exhibit Specialty Contractor	0.00000	LS		

Comm Code	Manufacturer	Specification	Model #
31260000			

Extended Description:

Casework fabricated for exterior use and exposed to year-round weather conditions for Charleston, WV

SCHEDULE OF EVENTS		
Line	Event	Event Date
1	Vendor Questions Due by 2:00PM EST	2024-06-11

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SECTION 1: GENERAL INFORMATION

1.1 Introduction:

The West Virginia Department of Administration, Purchasing Division (hereinafter referred to as the "Purchasing Division") is issuing this solicitation as a Request for Proposal ("RFP"), as authorized by W. Va. Code §5A-3-10b, for the West Virginia Department of Arts, Culture, and History (hereinafter referred to as the "Agency") to provide a Specialty Contractor (hereinafter referred to as "Vendor") final design, fabrication, shipping and placement of signage/graphics, 1 box for stained glass, 2 boxes for oil/gas and coal, 2 boxes for timber, and water transportation, 3 boxes for chemical, iron/steel, salt, clay/glass, and railroad transportation in accordance to the specifications provided in the supplied WV Outdoor Exhibit Artifact Design Intent, dated March 6, 2024, ATTACHMENT B for the West Virginia Department of Arts, Culture and History's Natural Resources Outdoor Exhibit. Examples of the exhibit cases categories are coal, chemical, iron, steel, oil, gas, salt, clay, glass, agriculture, timber, water transportation, and railroad transportation. It is the Vendor's scope of work to advance the drawings to a level necessary for the Vendor to receive required sign offs/approvals and complete fabrication. All items must be designed/fabricated/placed to withstand year-round outdoor weather conditions in Charleston, WV. Charleston has a four-season humid subtropical climate with continental climate elements. Especially in winter, Charleston's average temperatures are warmer than the rest of the state, due to the city being west of the higher elevations. Spring is the most unpredictable season, and spring-like weather usually arrives in late March or early April. From the beginning of March through early May, temperatures can vary considerably, and it is not unusual at this time for day-to-day temperature fluctuations to exceed 20 °F. Temperatures warm up considerably in late May, with warm summer-like days. Summer is warm to hot, with 23 days of highs at or above 90 °F, sometimes reaching 95 °F, often accompanied by high humidity. Autumn features crisp evenings that warm quickly to mild to warm afternoons. Winters are chilly, with a January daily average of 34.4 °F, and with a mean of 16 days with maximum at or below the freezing mark. Snowfall generally occurs from late November to early April, with the heaviest period being January and February. However, major snowstorms of more than 10 inches are rare. The area averages about 3.5 inches of precipitation each month. Thunderstorms are frequent during the late spring and throughout the summer, and occasionally they can be quite severe, producing the rare tornado. All

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artifacts are located in the Collections area inside the adjacent Culture Center building. The Vendor is responsible for confirming that the casework foundations noted in the Chapman Technical Group drawings are sufficiently sized/designed. The Vendor is responsible for design/specifications of mechanical anchors/bolts/fasteners required for final connection to foundations.

The RFP is a procurement method in which vendors submit proposals in response to the request for proposal published by the Purchasing Division. It requires an award to the highest scoring vendor, rather than the lowest cost vendor, based upon a technical evaluation of the vendor's technical proposal and a cost evaluation. This is referred to as a best value procurement. Through their proposals, vendors offer a solution to the objectives, problem, or need specified in the RFP, and define how they intend to meet (or exceed) the RFP requirements.

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SECTION 2: INSTRUCTIONS TO VENDORS SUBMITTING BIDS

Instructions begin on next page.

SECTION 3: GENERAL TERMS AND CONDITIONS

INSTRUCTIONS TO VENDORS SUBMITTING BIDS

1. REVIEW DOCUMENTS THOROUGHLY: The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.

2. MANDATORY TERMS: The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.

3. PREBID MEETING: The item identified below shall apply to this Solicitation.

☒ A pre-bid meeting will not be held prior to bid opening

☐ A **MANDATORY PRE-BID** meeting will be held at the following place and time:

All Vendors submitting a bid must attend the mandatory pre-bid meeting. Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor's bid. No one individual is permitted to represent more than one vendor at the pre-bid meeting. Any individual that does attempt to represent two or more vendors will be required to select one vendor to which the individual's attendance will be attributed. The vendors not selected will be deemed to have not attended the pre-bid meeting unless another individual attended on their behalf.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing.

Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. It is the Vendor's responsibility to locate the attendance sheet and provide the required information. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

All Vendors should arrive prior to the starting time for the pre-bid. Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in but are charged with knowing all matters discussed at the pre-bid.

Questions submitted at least five business days prior to a scheduled pre-bid will be discussed at the pre-bid meeting if possible. Any discussions or answers to questions at the pre-bid meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

4. VENDOR QUESTION DEADLINE: Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below and to the address listed below to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are nonbinding.

Submitted emails should have the solicitation number in the subject line.

Question Submission Deadline: June 11, 2024 by 2:00PM EST

Submit Questions to: Larry D. McDonnell
2019 Washington Street, East
Charleston, WV 25305
Fax: (304) 558-3970
Email: larry.d.mcdonnell@wv.gov

5. VERBAL COMMUNICATION: Any verbal communication between the Vendor and any State personnel is not binding, including verbal communication at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.

6. BID SUBMISSION: All bids must be submitted on or before the date and time of the bid opening listed in section 7 below. Vendors can submit bids electronically through *wvOASIS*, in paper form delivered to the Purchasing Division at the address listed below either in person or by courier, or in facsimile form by faxing to the Purchasing Division at the number listed below. Notwithstanding the foregoing, the Purchasing Division may prohibit the submission of bids electronically through *wvOASIS* at its sole discretion. Such a prohibition will be contained and communicated in the *wvOASIS* system resulting in the Vendor's inability to submit bids through *wvOASIS*. The Purchasing Division will not accept bids, modification of bids, or addendum acknowledgment forms via email. Bids submitted in paper or facsimile form must contain a signature. Bids submitted in *wvOASIS* are deemed to be electronically signed.

Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason.

For Request for Proposal ("RFP") Responses Only: Submission of a response to a Request for Proposal is not permitted in *wvOASIS*. In the event that Vendor is responding to a request for proposal, the Vendor shall submit one original technical and one original cost proposal prior to the bid opening date and time identified in Section 7 below, plus _____ convenience copies of each to the Purchasing Division at the address shown below. Additionally, the Vendor should clearly identify and segregate the cost proposal from the technical proposal in a separately sealed envelope.

Bid Delivery Address and Fax Number:

Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130
Fax: 304-558-3970

A bid submitted in paper or facsimile form should contain the information listed below on the face of the submission envelope or fax cover sheet. Otherwise, the bid may be rejected by the Purchasing Division.

VENDOR NAME:

BUYER:

SOLICITATION NO.:

BID OPENING DATE:

BID OPENING TIME:

FAX NUMBER:

7. BID OPENING: Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when confirmation of delivery is provided by wvOASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery).

Bid Opening Date and Time: June 13, 2024 at 1:30PM EST

Bid Opening Location: Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

8. ADDENDUM ACKNOWLEDGEMENT: Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

9. BID FORMATTING: Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.

10. ALTERNATE MODEL OR BRAND: Unless the box below is checked, any model, brand, or specification listed in this Solicitation establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the State at its sole discretion. Any Vendor bidding an alternate model or brand should clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the equality of the alternate items. Failure to provide information for alternate items may be grounds for rejection of a Vendor's bid.

☐ This Solicitation is based upon a standardized commodity established under W. Va. Code § 5A-3-61. Vendors are expected to bid the standardized commodity identified. Failure to bid the standardized commodity will result in your firm's bid being rejected.

11. EXCEPTIONS AND CLARIFICATIONS: The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

12. COMMUNICATION LIMITATIONS: In accordance with West Virginia Code of State Rules §148-1-6.6, communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited without prior Purchasing Division approval. Purchasing Division approval for such communication is implied for all agency delegated and exempt purchases.

13. REGISTRATION: Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee, if applicable.

14. UNIT PRICE: Unit prices shall prevail in cases of a discrepancy in the Vendor's bid.

15. PREFERENCE: Vendor Preference may be requested in purchases of motor vehicles or construction and maintenance equipment and machinery used in highway and other infrastructure projects. Any request for preference must be submitted in writing with the bid, must specifically identify the preference requested with reference to the applicable subsection of West Virginia Code § 5A-3-37, and must include with the bid any information necessary to evaluate and confirm the applicability of the requested preference. A request form to help facilitate the request can be found at: www.state.wv.us/admin/purchase/vrc/Venpref.pdf.

15A. RECIPROCAL PREFERENCE: The State of West Virginia applies a reciprocal preference to all solicitations for commodities and printing in accordance with W. Va. Code § 5A-3-37(b). In effect, non-resident vendors receiving a preference in their home states, will see that same preference granted to West Virginia resident vendors bidding against them in West Virginia. Any request for reciprocal preference must include with the bid any information necessary to evaluate and confirm the applicability of the preference. A request form to help facilitate the request can be found at: www.state.wv.us/admin/purchase/vrc/Venpref.pdf.

16. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES: For any solicitations publicly advertised for bid, in accordance with West Virginia Code §5A-3-37 and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women- owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to contract award to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority owned business shall be applied in accordance with W. Va. CSR § 148-22-9.

17. WAIVER OF MINOR IRREGULARITIES: The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules § 148-1-4.6.

18. ELECTRONIC FILE ACCESS RESTRICTIONS: Vendor must ensure that its submission in wvOASIS can be accessed and viewed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately accessed and viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires and are therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening to make a file viewable if those documents are required with the bid. A Vendor may be required to provide document passwords or remove access restrictions to allow the Purchasing Division to print or electronically save documents provided that those documents are viewable by the Purchasing Division prior to obtaining the password or removing the access restriction.

19. NON-RESPONSIBLE: The Purchasing Division Director reserves the right to reject the bid of any vendor as Non-Responsible in accordance with W. Va. Code of State Rules § 148-1-5.3, when the Director determines that the vendor submitting the bid does not have the capability to fully perform or lacks the integrity and reliability to assure good-faith performance.”

20. ACCEPTANCE/REJECTION: The State may accept or reject any bid in whole, or in part in accordance with W. Va. Code of State Rules § 148-1-4.5. and § 148-1-6.4.b.”

21. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

22. WITH THE BID REQUIREMENTS: In instances where these specifications require documentation or other information with the bid, and a vendor fails to provide it with the bid, the Director of the Purchasing Division reserves the right to request those items after bid opening and prior to contract award pursuant to the authority to waive minor irregularities in bids or specifications under W. Va. CSR § 148-1-4.6. This authority does not apply to instances where state law mandates receipt with the bid.

23. EMAIL NOTIFICATION OF AWARD: The Purchasing Division will attempt to provide bidders with e-mail notification of contract award when a solicitation that the bidder participated in has been awarded. For notification purposes, bidders must provide the Purchasing Division with a valid email address in the bid response. Bidders may also monitor *wvOASIS* or the Purchasing Division's website to determine when a contract has been awarded.

24. ISRAEL BOYCOTT CERTIFICATION: Vendor's act of submitting a bid in response to this solicitation shall be deemed a certification from bidder to the State that bidder is not currently engaged in, and will not for the duration of the contract, engage in a boycott of Israel. This certification is required by W. Va. Code § 5A-3-63.

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Terms and conditions begin on next page.

SECTION 4: PROJECT SPECIFICATIONS

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of an Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance by the State of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid, or on the Contract if the Contract is not the result of a bid solicitation, signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

2. DEFINITIONS: As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

2.1. "Agency" or "Agencies" means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.

2.2. "Bid" or "Proposal" means the vendors submitted response to this solicitation.

2.3. "Contract" means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.

2.4. "Director" means the Director of the West Virginia Department of Administration, Purchasing Division.

2.5. "Purchasing Division" means the West Virginia Department of Administration, Purchasing Division.

2.6. "Award Document" means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.

2.7. "Solicitation" means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

2.8. "State" means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

2.9. "Vendor" or "Vendors" means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

3. CONTRACT TERM; RENEWAL; EXTENSION: The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

☐ **Term Contract**

Initial Contract Term: The Initial Contract Term will be for a period of _____. The Initial Contract Term becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and the Initial Contract Term ends on the effective end date also shown on the first page of this Contract.

Renewal Term: This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be delivered to the Agency and then submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Unless otherwise specified below, renewal of this Contract is limited to _____ successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

☐ **Alternate Renewal Term** – This contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

Delivery Order Limitations: In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

☒ **Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within 184 (one hundred eight-four) days.

☐ **Fixed Period Contract with Renewals:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within _____ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that:

☐ the contract will continue for _____ years;

☐ the contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's Office (Attorney General approval is as to form only).

☒ **One-Time Purchase:** The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

☐ **Construction/Project Oversight:** This Contract becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and continues until the project for which the vendor is providing oversight is complete.

☐ **Other:** Contract Term specified in _____

4. AUTHORITY TO PROCEED: Vendor is authorized to begin performance of this contract on the date of encumbrance listed on the front page of the Award Document unless either the box for "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked in Section 3 above. If either "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked, Vendor must not begin work until it receives a separate notice to proceed from the State. The notice to proceed will then be incorporated into the Contract via change order to memorialize the official date that work commenced.

5. QUANTITIES: The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

☐ **Open End Contract:** Quantities listed in this Solicitation/Award Document are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.

☐ **Service:** The scope of the service to be provided will be more clearly defined in the specifications included herewith.

☒ **Combined Service and Goods:** The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.

☒ **One-Time Purchase:** This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.

☐ **Construction:** This Contract is for construction activity more fully defined in the specifications.

6. EMERGENCY PURCHASES: The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute a breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One-Time Purchase contract.

7. REQUIRED DOCUMENTS: All of the items checked in this section must be provided to the Purchasing Division by the Vendor as specified:

☐ **LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section of the General Terms and Conditions entitled Licensing, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

☐☐☐☐

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications regardless of whether or not that requirement is listed above.

8. INSURANCE: The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. Thirty (30) days prior to the expiration of the insurance policies, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies, including but not limited to, policy cancelation, policy reduction, or change in insurers. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether that insurance requirement is listed in this section.

Vendor must maintain:

☒ **Commercial General Liability Insurance** in at least an amount of: \$1,000,000.00 per occurrence.

☒ **Automobile Liability Insurance** in at least an amount of: \$1,000,000.00 per occurrence.

☒ **Professional/Malpractice/Errors and Omission Insurance** in at least an amount of: \$1,000,000.00 per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.

☐ **Commercial Crime and Third Party Fidelity Insurance** in an amount of: _____ per occurrence.

☐ **Cyber Liability Insurance** in an amount of: _____ per occurrence.

☐ **Builders Risk Insurance** in an amount equal to 100% of the amount of the Contract.

☐ **Pollution Insurance** in an amount of: _____ per occurrence.

☐ **Aircraft Liability** in an amount of: _____ per occurrence.

☐

☐

☐

☐

9. WORKERS' COMPENSATION INSURANCE: Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

10. VENUE: All legal actions for damages brought by Vendor against the State shall be brought in the West Virginia Claims Commission. Other causes of action must be brought in the West Virginia court authorized by statute to exercise jurisdiction over it.

11. LIQUIDATED DAMAGES: This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy. Vendor shall pay liquidated damages in the amount specified below or as described in the specifications:

☐ _____ for _____.

☐ Liquidated Damages Contained in the Specifications.

☒ Liquidated Damages Are Not Included in this Contract.

12. ACCEPTANCE: Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

13. PRICING: The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification. Notwithstanding the foregoing, Vendor must extend any publicly advertised sale price to the State and invoice at the lower of the contract price or the publicly advertised sale price.

14. PAYMENT IN ARREARS: Payments for goods/services will be made in arrears only upon receipt of a proper invoice, detailing the goods/services provided or receipt of the goods/services, whichever is later. Notwithstanding the foregoing, payments for software maintenance, licenses, or subscriptions may be paid annually in advance.

15. PAYMENT METHODS: Vendor must accept payment by electronic funds transfer and P-Card. (The State of West Virginia's Purchasing Card program, administered under contract by a banking institution, processes payment for goods and services through state designated credit cards.)

16. TAXES: The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

17. ADDITIONAL FEES: Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia, included in the Contract, or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

18. FUNDING: This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available. If that occurs, the State may notify the Vendor that an alternative source of funding has been obtained and thereby avoid the automatic termination. Non-appropriation or non-funding shall not be considered an event of default.

19. CANCELLATION: The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-5.2.b.

20. TIME: Time is of the essence regarding all matters of time and performance in this Contract.

21. APPLICABLE LAW: This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code, or West Virginia Code of State Rules is void and of no effect.

22. COMPLIANCE WITH LAWS: Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to comply with all applicable laws, regulations, and ordinances. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

23. ARBITRATION: Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

24. MODIFICATIONS: This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

25. WAIVER: The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

26. SUBSEQUENT FORMS: The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

27. ASSIGNMENT: Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments.

28. WARRANTY: The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

29. STATE EMPLOYEES: State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

30. PRIVACY, SECURITY, AND CONFIDENTIALITY: The Vendor agrees that it will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the Agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the Agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in www.state.wv.us/admin/purchase/privacy.

31. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

32. LICENSING: In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to be licensed, in good standing, and up-to-date on all state and local obligations as described in this section. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

33. ANTITRUST: In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

34. VENDOR NON-CONFLICT: Neither Vendor nor its representatives are permitted to have any interest, nor shall they acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency.

35. VENDOR RELATIONSHIP: The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

36. INDEMNIFICATION: The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

37. NO DEBT CERTIFICATION: In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State. By submitting a bid, or entering into a contract with the State, Vendor is affirming that (1) for construction contracts, the Vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, neither the Vendor nor any related party owe a debt as defined above, and neither the Vendor nor any related party are in employer default as defined in the statute cited above unless the debt or employer default is permitted under the statute.

38. CONFLICT OF INTEREST: Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

39. REPORTS: Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

- ☒ Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.
- ☐ Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at purchasing.division@wv.gov.

40. BACKGROUND CHECK: In accordance with W. Va. Code § 15-2D-3, the State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check. Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

41. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS: Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open heath, basic oxygen, electric furnace, Bessemer or other steel making process.
- c. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
 1. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or
 2. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

42. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL: In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a “substantial labor surplus area”, as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

43. INTERESTED PARTY SUPPLEMENTAL DISCLOSURE: W. Va. Code § 6D-1-2 requires that for contracts with an actual or estimated value of at least \$1 million, the Vendor must submit to the Agency a disclosure of interested parties prior to beginning work under this Contract. Additionally, the Vendor must submit a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-work interested party disclosure, within 30 days following the completion or termination of the contract. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

44. PROHIBITION AGAINST USED OR REFURBISHED: Unless expressly permitted in the solicitation published by the State, Vendor must provide new, unused commodities, and is prohibited from supplying used or refurbished commodities, in fulfilling its responsibilities under this Contract.

45. VOID CONTRACT CLAUSES: This Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

46. ISRAEL BOYCOTT: Bidder understands and agrees that, pursuant to W. Va. Code § 5A-3-63, it is prohibited from engaging in a boycott of Israel during the term of this contract.

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Glenn Cleffi - Direct of Project Development

(Address) 1354 Wigmore Street, Jacksonville, FL 32206

(Phone Number) / (Fax Number) 904-641-1239

(email address) glenn@pizzazzscenic.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Pizzazz Scenic Contactors, Inc.

(Company)

Glenn Cleffi

(Signature of Authorized Representative)

Glenn Cleffi - Direct of Project Development

(Printed Name and Title of Authorized Representative) (Date)

904-641-1239

(Phone Number) (Fax Number)

glenn@pizzazzscenic.com

(Email Address)

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- 4.1 Background and Current Operating Environment:** The West Virginia Department of Arts, Culture, and History (“Owner”) is an Agency of the West Virginia State Government. The West Virginia State Museum is located in the Culture Center on the historic State Capitol Complex at 1900 Kanawha Boulevard, East, Charleston, WV 25305.

Originally designed and installed during the nation’s Bicentennial in 1976, the State Museum occupies 23,000 square feet in the lower level of the Culture Center. The Museum’s entrance is through the glass and white marble walls of the Great Hall where a welcome center provides visitor information. West Virginia’s cultural history is the topic of the present museum and begins with the dramatic story of the state’s birth. Indoor exhibits feature prehistoric Native Americans, rocks, minerals, and fossils; the glass and communications industries; military history; a settler’s cabin; a general store; curiosities such as “dressed fleas”, and changing exhibits of contemporary art.

The Natural Resource Exhibits will be located outside on the South Side of the building and share access with the South Plaza Gardens sidewalk. See Attachment B that illustrates the size and location of the exhibition space.

- 4.2 Project Goals and Mandatory Requirements:** Vendor should describe its approach and methodology to providing the service or solving the problem described by meeting the goals/objectives identified below. Vendor’s response should include any information about how the proposed approach is superior or inferior to other possible approaches. The successful Vendor’s scope of work represents a large portion of the Outdoor Natural Resources Exhibit and is highly specialized in nature. Examples of the exhibit categories are coal, chemical, iron, steel, oil, gas, salt, clay, glass, agriculture, timber, water transportation, and railroad transportation. The scope of work includes the fabrication and placement of all graphics/signage, artifact casework and artifact mounts/supports. All items must be fabricated for exterior use and exposed to year-round weather conditions for Charleston, WV. All work must be placed no later than December 1, 2024. Additionally, each component noted requires the Vendor to fully understand the process for providing the following goals and objectives.

- 4.2.1 Goals and Objectives** – The project goals and objectives are listed below.

4.2.1.1 Shop Drawings – The Specialty Contractor shall demonstrate its approach for creating the self contains, self-regulated casework that will be located outdoors throughout the year addressing weather conditions such as temperature, humidity, UV, moisture, and cold.

4.2.1.2 Fabrication Drawings – the Specialty Contractor shall demonstrate the understanding to create appropriate fabrication drawings from the conceptual design deck (WV Outdoor Exhibit Artifact Design Intent, dated March 6, 2024) provided by the creative design team.

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4.2.1.3 Mock-ups and approval of the components – the Specialty Contractor shall discuss the mock-up process and how to achieve approval from the design team to proceed with fabrication.

4.2.1.4 Fabrication of the components – the Specialty Contractor shall demonstrate its capability to properly and safely fabricate the approval scope of work through its expertise and history.

4.2.1.5 Proper scheduling and sequencing of placement as it relates to the General Contractor's scope of work – It is essential that the Specialty Contractor thoroughly understand the General Contractor's project schedule and sequence production of shop drawings, fabrication drawings, mock-ups, and fabricate its scope of work to support the project schedule.

4.2.2 Mandatory Project Requirements – The following mandatory requirements relate to the goals and objectives and must be met by the Vendor as a part of its submitted proposal. Vendor should describe how it will comply with the mandatory requirements and include any areas where its proposed solution exceeds the mandatory requirement. Failure to comply with mandatory requirements will lead to disqualification, but the approach/methodology that the vendor uses to comply, and areas where the mandatory requirements are exceeded, will be included in technical scores where appropriate. The mandatory project requirements are listed below.

4.2.2.1 Vendor agrees that all work products of the business's employees, suppliers, and subcontractors shall belong exclusively to the Owner. This work product includes, but not limited to, drawings, design, reports, manuals, programs, tapes, DVD/CD's, models, mockup, maquette, and anything else produced concerning this project. No document or any other report produced in the whole or in part under this contract shall be the subject of an application for copyright by or on behalf of the Vendor, their subcontractor, or their suppliers.

4.2.2.2 All products provided by the Vendor must be fabricated, furnished, and placed in a manner consistent with their final intended use. All products must be able to withstand normal wear and tear consistent with being in the outdoor elements and on public display. No alterations shall occur without the written approval of the Owner.

4.3 Qualifications and Experience: Vendor should provide information and documentation regarding its qualifications and experience in providing services or solving problems similar to those requested in this RFP. Information and documentation should include, but is not limited to, copies of any staff certifications or degrees applicable to this project, proposed staffing plans, descriptions of past projects completed (descriptions should include the location of the project, project manager name and contact information, type of project, and what the project goals and objectives were and how they were met.), references for prior

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projects, and any other information that vendor deems relevant to the items identified as desirable or mandatory below.

4.3.1 Qualification and Experience Information: Vendor should describe in its proposal how it meets the desirable qualification and experience requirements listed below.

4.3.1.1 The Vendor should provide a portfolio with references to demonstrate capability of planning, designing, fabricating and placement of outdoor exhibits/displays with a minimum of 5 years of experience with an understanding of curatorial applications. This information will be provided upon request prior to award of contract.

4.3.1.2 Ability to work on projects as a team collaboratively as well as independently and manage time effectively.

4.3.1.3 Ability to utilize creative problem solving and accomplish complex projects.

4.3.2 Mandatory Qualification/Experience Requirements – The following mandatory qualification/experience requirements must be met by the Vendor as a part of its submitted proposal. Vendor should describe how it meets the mandatory requirements and include any areas where it exceeds the mandatory requirements. Failure to comply with mandatory requirements will lead to disqualification, but areas where the mandatory requirements are exceeded will be included in technical scores where appropriate. The mandatory qualifications/experience requirements are listed below.

4.3.2.1 The Vendor must provide detailed information about at least three (3) recently completed projects within the previous ten (10) years. These projects must be outdoor exhibits/displays containing components of similar scope and size to this project. The list should include the project name, project location, Vendor's scope of work, Vendor's budget, project architect, and the project owner's name, valid phone number, address, and email. This information will be provided upon request prior to award of contract.

4.4 Oral Presentations (Agency Option): The Agency has the option of requiring oral presentations from all Vendors participating in the RFP process. If this option is exercised, points will be allocated in Section 6.2 below at the time the RFP is issued, or via addendum prior to technical bid opening. During oral presentations, Vendors may not alter or add to their submitted proposal, but only clarify information. A description of the materials and information to be presented is provided below:

Materials and Information Requested at Oral Presentation:

4.4.1 Qualified Vendors shall make an oral presentation to the Evaluation Committee at an agreed upon time. The presentation should not exceed one hour with an additional

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one-half hour allowed for questions and answers. Vendors must be available to make the presentation as soon as possible after being contacted by the Owner and no later than fourteen (14) working days from the time of notification.

- 4.4.2** The Vendor should be prepared to orally present the topics detailed in the WV Outdoor Exhibit Artifact Design Intent, dated March 6, 2024 (Project Manual and Drawings)
- 4.4.3** The Vendor must bring their designated point person. The Vendor should also bring the point person for the Subcontractor listed on the organizational chart.

SECTION 5: VENDOR PROPOSAL

5.1 Economy of Preparation: Proposals should be prepared simply and economically providing a concise description of the items requested in Section 4. Emphasis should be placed on completeness and clarity of the content.

5.2 Incurring Cost: Neither the State nor any of its employees or officers shall be held liable for any expenses incurred by any Vendor responding to this RFP, including but not limited to preparation, delivery, or travel.

5.3 Proposal Format: Vendors should provide responses in the format listed below:

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- 5.3.1 Two-Part Submission:** Vendors must submit proposals in two distinct parts: technical and cost. Technical proposals must not contain any cost information relating to the project. Cost proposal must contain all cost information and must be sealed in a separate envelope from the technical proposal to facilitate a secondary cost proposal opening.
- 5.3.2 Title Page:** State the RFP subject, number, Vendor's name, business address, telephone number, fax number, name of contact person, e-mail address, and Vendor signature and date.
- 5.3.3 Table of Contents:** Clearly identify the material by section and page number.
- 5.3.4 Response Reference:** Vendor's response should clearly reference how the information provided applies to the RFP request. For example, listing the RFP number and restating the RFP request as a header in the proposal would be considered a clear reference.

Proposal Submission: All proposals (both technical and cost) must be submitted to the Purchasing Division **prior** to the date and time listed in Section 2, Instructions to Vendors Submitting Bids as the bid opening date and time.

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SECTION 6: EVALUATION AND AWARD

6.1 Evaluation Process: Proposals will be evaluated in two parts by a committee of three (3) or more individuals. The first evaluation will be of the technical proposal and the second is an evaluation of the cost proposal. The Vendor who demonstrates that it meets all of the mandatory specifications required, attains the minimum acceptable score and attains the highest overall point score of all Vendors shall be awarded the contract.

6.2 Evaluation Criteria: Proposals will be evaluated based on criteria set forth in the solicitation and information contained in the proposals submitted in response to the solicitation. The technical evaluation will be based upon the point allocations designated below for a total of 70 of the 100 points. Cost represents 30 of the 100 total points.

Evaluation Point Allocation:

Project Goals and Proposed Approach (§ 4.2)
- Approach & Methodology to Goals/Objectives (§ 4.2.1) (20) Points Possible

- Approach & Methodology to Compliance with
Mandatory Project Requirements (§ 4.2.2) (20) Points Possible

Qualifications and experience (§ 4.3)

- Qualifications and Experience Generally (§ 4.3.1) (10) Points Possible

- Exceeding Mandatory Qualification/Experience
Requirements (§ 4.3.2) (10) Points Possible

(Oral interview, if applicable) (§ 4.4) (10) Points Possible

Total Technical Score: 70 Points Possible

Total Cost Score: 30 Points Possible

Total Proposal Score: 100 Points Possible

6.3 Technical Bid Opening: At the technical bid opening, the Purchasing Division will open and announce the technical proposals received prior to the bid opening deadline. Once opened, the technical proposals will be provided to the Agency evaluation committee for technical evaluation.

6.4 Technical Evaluation: The Agency evaluation committee will review the technical proposals, assign points where appropriate, and make a final written recommendation to the Purchasing Division.

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6.5 Proposal Disqualification:

6.5.1 Minimum Acceptable Score (“MAS”): Vendors must score a minimum of 70% (49 points) of the total technical points possible in order to move past the technical evaluation and have their cost proposal evaluated. All vendor proposals not attaining the MAS will be disqualified.

6.5.2 Failure to Meet Mandatory Requirement: Vendors must meet or exceed all mandatory requirements in order to move past the technical evaluation and have their cost proposals evaluated. Proposals failing to meet one or more mandatory requirements of the RFP will be disqualified.

6.6 Cost Bid Opening: The Purchasing Division will schedule a date and time to publicly open and announce cost proposals after technical evaluation has been completed and the Purchasing Division has approved the technical recommendation of the evaluation committee. All cost bids received will be opened. Cost bids for disqualified proposals will be opened for record-keeping purposes only and will not be evaluated or considered. Once opened, the cost proposals will be provided to the Agency evaluation committee for cost evaluation.

The Purchasing Division reserves the right to disqualify a proposal based upon deficiencies in the technical proposal even after the cost evaluation.

6.7 Cost Evaluation: The Agency evaluation committee will review the cost proposals, assign points in accordance with the cost evaluation formula contained herein and make a final recommendation to the Purchasing Division.

Cost Evaluation Formula: Each cost proposal will have points assigned using the following formula for all Vendors not disqualified during the technical evaluation. The lowest cost of all proposals is divided by the cost of the proposal being evaluated to generate a cost score percentage. That percentage is then multiplied by the points attributable to the cost proposal to determine the number of points allocated to the cost proposal being evaluated.

Step 1: $\text{Lowest Cost of All Proposals} / \text{Cost of Proposal Being Evaluated} = \text{Cost Score Percentage}$

Step 2: $\text{Cost Score Percentage} \times \text{Points Allocated to Cost Proposal} = \text{Total Cost Score}$

Example:

Proposal 1 Cost is \$1,000,000

Proposal 2 Cost is \$1,100,000

Points Allocated to Cost Proposal is 30

Proposal 1: $\text{Step 1} - \$1,000,000 / \$1,000,000 = \text{Cost Score Percentage of 1 (100\%)}$

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CRFP DCH2400000002

Step 2 – 1 X 30 = Total Cost Score of 30

Proposal 2: Step 1– \$1,000,000 / \$1,100,000 = Cost Score Percentage of 0.909091 (90.9091%)

Step 2 – 0.909091 X 30 = Total Cost Score of 27.27273

6.8 Availability of Information: Proposal submissions become public and are available for review immediately after opening pursuant to West Virginia Code §5A-3-11(h). All other information associated with the RFP, including but not limited to, technical scores and reasons for disqualification, will not be available until after the contract has been awarded pursuant to West Virginia Code of State Rules §148-1-6.3.d.

By signing below, I certify that I have reviewed this Request for Proposal in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that, to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Pizzazz Scenic Contactors, Inc.

(Company)

Glenn Cleffi - Direct of Project Development

(Representative Name, Title)

904-641-1239

(Contact Phone/Fax Number)

6/7/2024

(Date)

REQUEST FOR PROPOSAL

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Attachment A: Cost Sheet

ATTACHEMENT A: COST SHEET
REQUEST FOR PROPOSAL
CRFP DCH2400000002

	QTY	UNIT OF ISSUE	UNIT PRICE	TOTAL PRICE
DESIGN SERVICES	1	LS	\$34,552.95	\$34,552.95
CASEWORK	840	EA	\$54,975.62	\$549,756.16
ARTIFACT MOUNTS/SUPPORT	1	LS	\$35,419.84	\$35,419.84
GRAPHIC/SIGNAGE	1	LS	\$15,909.27	\$15,909.27

PROPOSAL GRAND TOTAL:

\$635,638.22

FOR THE VENDOR: X

Glenn Cleffi

DATE:

6/7/2024


Authorized Representative of Vendor

PROPOSAL BY PIZZAZZ SCENIC CONTRACTORS, INC.

WV Dept. of Arts Culture, and History

CRFP - CH2400000002

06/07/2024



Pizzazz Scenic Contractors
1354 Wigmore St.
Jacksonville Florida 32206

Glenn Cleffi – Glenn@PizzazzScenic.com – 904.641.1239

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Pizzazz Scenic Contractors' Approach and Methodology for Providing the Outdoor Exhibit Cases

Introduction

Our approach to providing the Outdoor Exhibit Cases is rooted in delivering a high-quality, durable, and visually appealing solution that meets all the specified goals and objectives. Our methodology ensures that the exhibit case is both functional and aesthetically pleasing, while also being easy to install and maintain. Below, we outline our comprehensive approach, highlighting how it excels compared to other potential methods.

Detailed Approach

1. Design and Engineering

- **Robust Steel Frame Structure:** The core of our exhibit case is a steel frame designed for maximum durability and strength, ensuring longevity and resistance to environmental stress.
- **Interior Materials:** We utilize marine-grade plywood and laminate for the interior. This combination provides a strong, water-resistant interior that can withstand varying outdoor conditions. The color of the laminate can be customized to match the client's specific design intent.

2. Exterior Aesthetics

- **Stained and Sealed Wood:** The exterior of the exhibit case is finished with high-quality wood that is both stained and sealed, offering a classic and refined look that complements the surrounding environment while providing protection against the elements.

3. Ease of Handling and Installation

- **Access Panels:** Strategically placed access panels are designed to facilitate easy handling with forklifts, simplifying transportation and installation processes. This ensures minimal disruption during setup.
- **Stainless Steel Hardware:** We use stainless steel hardware for mounting and access, ensuring a secure installation that resists corrosion and wear.

4. Viewing Experience

- **UV-Filtering Laminated Tempered Glass:** The two large viewing windows (7'4" x 4'8") feature UV-filtering laminated tempered glass with a stamp, protecting exhibits from harmful UV rays while maintaining clarity and durability.

5. Climate Control

- **Microclimate System:** To preserve the integrity of displayed items, our exhibit case includes a sophisticated microclimate system that regulates temperature and humidity. This feature is crucial for protecting sensitive materials from environmental damage.

6. Illumination and Accessibility

- **LED Lighting Fixtures:** Our case is equipped with controllable LED lighting fixtures that provide customizable illumination, allowing for optimal visibility of exhibits during various times of the day and night.
- **Electrical Connections:** While electrical connections are to be facilitated by others, our design ensures that integrating power supply systems is straightforward and compatible with standard practices.

7. Additional Features

- **Metal Plate Powdercoated Edge Lit on Side:** The edges of the exhibit case feature powdercoated metal plates with edge lighting, enhancing the visual appeal and providing additional lighting effects that highlight the case's features.

Superior Aspects of Our Approach

- **Durability:** The use of high-quality materials such as marine-grade plywood, tempered glass, and stainless steel ensures that our exhibit case is built to last, even in harsh outdoor environments.
- **Aesthetics:** The stained and sealed wood exterior combined with edge-lit metal plates offers a sophisticated look that sets our exhibit case apart from standard designs.
- **Functionality:** The microclimate system and customizable LED lighting enhance the functionality of the exhibit case, providing optimal conditions for displaying sensitive materials.
- **Ease of Installation:** With thoughtfully designed access panels and robust hardware, our exhibit case is easy to handle, transport, and install, reducing the time and effort required for setup.

Conclusion

Our methodology for providing the Outdoor Exhibit Cases ensures a superior solution by combining durability, aesthetics, functionality, and ease of installation. This comprehensive approach not only meets but exceeds the specified goals and objectives, making our exhibit case an excellent choice for showcasing valuable exhibits in an outdoor setting.

Pizzazz Scenic Contractors Approach for Creating Shop Drawings for Self-Contained, Self-Regulated Outdoor Casework

Introduction

The creation of shop drawings for self-contained, self-regulated outdoor casework requires a meticulous approach to ensure the final product is durable, functional, and capable of withstanding various weather conditions throughout the year. This document outlines our systematic approach, focusing on material selection, structural integrity, environmental controls, protective features, detailed drawing specifications, and quality assurance.

Detailed Approach

1. Material Selection

- **Durable Materials:** Select high-quality, weather-resistant materials, such as stainless steel for structural components and marine-grade plywood for internal support. These materials are chosen for their robustness and ability to withstand prolonged exposure to outdoor elements.
- **UV-Resistant Laminates:** Use laminates and coatings specifically designed to resist UV radiation, preventing degradation and maintaining the aesthetic quality of the casework over time.
- **Sealed Wood:** For exterior surfaces, choose wood that is stained and sealed to provide protection against moisture and UV damage, enhancing both durability and visual appeal.

2. Structural Integrity

- **Robust Framework:** Design a steel frame to provide strong support and resist environmental stresses such as wind, snow, and thermal expansion/contraction.
- **Reinforced Joints:** Utilize reinforced joints and high-quality fasteners to ensure long-term stability and resistance to wear and tear.

3. Environmental Controls

- **Microclimate Systems:** Integrate advanced microclimate control systems within the casework to regulate internal temperature and humidity levels, protecting sensitive contents from external environmental fluctuations.
- **Ventilation and Insulation:** Incorporate effective ventilation and insulation to manage internal temperature and moisture, preventing condensation and mold growth. High-performance insulation materials will help maintain a stable internal environment despite external temperature changes.

4. Protective Features

- **UV-Filtering Glass:** Use UV-filtering laminated tempered glass for viewing windows, ensuring protection against harmful UV rays while maintaining clarity and strength.
- **Waterproof Seals and Coatings:** Apply waterproof seals and protective coatings to all exposed surfaces and joints to prevent moisture ingress and material degradation.

5. Detailed Drawing Specifications

- **Comprehensive Detailing:** Ensure shop drawings include detailed specifications for all materials, components, and construction methods. This includes precise dimensions, tolerances, assembly instructions, and installation procedures.
 - **Environmental Adaptations:** Illustrate how the casework is adapted to withstand local climate conditions, with provisions for thermal expansion, contraction, and drainage systems to manage precipitation.
 - **Access and Maintenance:** Design access panels and removable sections to facilitate easy maintenance and component replacement without compromising the case's integrity.
6. **Quality Assurance**
- **Prototyping and Testing:** Develop prototypes and conduct rigorous testing under simulated weather conditions to validate design effectiveness. This includes tests for thermal stability, humidity control, and UV resistance.
 - **Regular Inspections:** Implement a schedule for regular inspections and maintenance, ensuring the casework remains functional and visually appealing over its lifespan.

Conclusion

Our approach to creating shop drawings for self-contained, self-regulated outdoor casework emphasizes the selection of durable materials, robust structural design, effective environmental controls, and comprehensive detailing. By addressing all potential weather conditions and incorporating features that enhance durability and functionality, we ensure that the casework performs optimally throughout the year, protecting its contents and maintaining its appearance. This methodology guarantees a high-quality, reliable solution tailored to withstand the rigors of outdoor environments.

Approach for Creating Fabrication Drawings from Conceptual Design

Introduction

Creating precise fabrication drawings from a conceptual design requires a deep understanding of the design intent, meticulous attention to detail, and a methodical approach to translating ideas into actionable instructions for fabrication. This document outlines the steps and best practices for developing comprehensive fabrication drawings based on the conceptual design deck provided (WV Outdoor Exhibit Artifact Design Intent, dated March 6, 2024).

Detailed Approach

1. **Review and Understand the Conceptual Design**
 - **Thorough Analysis:** Begin by thoroughly reviewing the conceptual design deck to understand the overall vision, specific requirements, and design intent provided by the creative team. This includes noting any specific materials, dimensions, finishes, and functionalities described in the document.
 - **Design Intent Clarification:** Engage with the creative design team to clarify any ambiguities or complex details in the conceptual design. This ensures that the fabrication drawings accurately reflect the intended final product.
2. **Material and Component Specifications**
 - **Material Selection:** Identify and specify all materials required for the project, ensuring they meet the quality and durability standards necessary for outdoor exhibits. This includes selecting appropriate metals, woods, glass, and finishing materials.
 - **Component Sourcing:** Source and specify all standard components, such as fasteners, hinges, and seals, ensuring they are suitable for outdoor conditions and align with the design intent.
3. **Structural Detailing**
 - **Frame and Support Structures:** Design detailed drawings of the primary structural elements, such as the steel frame and support structures. This includes precise measurements, material specifications, and assembly instructions.
 - **Joinery and Connections:** Detail all joints and connections, ensuring they are robust and capable of withstanding environmental stresses. Use standardized symbols and notations to depict welding, bolting, and other connection methods.
4. **Environmental Controls Integration**
 - **Microclimate Systems:** Include detailed drawings of the microclimate control systems, specifying components such as sensors, fans, heaters, and insulation materials. Ensure these systems are integrated seamlessly into the design.
 - **Ventilation and Drainage:** Design effective ventilation and drainage systems to manage moisture and temperature within the exhibit case. Include diagrams showing airflow paths and water egress routes.
5. **Protective Features and Finishes**
 - **UV and Weather Protection:** Specify all protective coatings and treatments for materials exposed to UV radiation and moisture. Include detailed instructions for applying these finishes to ensure longevity.

- **Glass Detailing:** Provide detailed drawings for UV-filtering laminated tempered glass panels, including dimensions, mounting details, and edge treatments to ensure safety and clarity.
- 6. **Assembly and Installation Instructions**
 - **Step-by-Step Assembly:** Create a comprehensive step-by-step guide for assembling the exhibit case, including exploded views and sequence diagrams. This helps ensure that the assembly process is straightforward and error-free.
 - **Installation Guides:** Develop detailed installation drawings showing how the exhibit case should be positioned and secured on-site. Include guidance on handling, transportation, and positioning to ensure safe and efficient installation.
- 7. **Quality Assurance and Validation**
 - **Prototyping and Testing:** Where feasible, develop prototypes of critical components to validate the design before full-scale fabrication. Conduct tests to ensure structural integrity, environmental resilience, and functional performance.
 - **Review and Approval Process:** Implement a thorough review and approval process involving the creative design team, fabrication experts, and other stakeholders to ensure that the drawings meet all requirements and expectations.
- 8. **Final Documentation and Revisions**
 - **Comprehensive Documentation:** Compile all fabrication drawings into a comprehensive document, including a table of contents, revision history, and detailed index for easy reference.
 - **Ongoing Revisions:** Be prepared to make revisions based on feedback from stakeholders and observations during the prototyping and initial fabrication stages. Maintain a clear revision log to track changes and ensure all team members are informed of updates.

Conclusion

Our approach to creating fabrication drawings from the conceptual design deck involves a meticulous process of understanding the design intent, specifying materials and components, detailing structural and protective features, and providing clear assembly and installation instructions. Through careful planning, collaboration, and validation, we ensure that the fabrication drawings accurately reflect the creative vision and result in a high-quality, durable outdoor exhibit. This methodology guarantees that the final product not only meets but exceeds the expectations set forth in the conceptual design.

Mock-ups and Approval of Components:

Introduction

As a leading specialty contractor with over 30 years of experience, Pizzazz Scenic Contractors excels in delivering high-quality scenic projects and themed environments. Our approach to mock-ups and obtaining approval from the design team is rooted in meticulous planning, exceptional craftsmanship, and a collaborative process that ensures alignment with the client's vision and standards.

Mock-Up Process

1. Initial Planning and Design Coordination

- **Conceptual Review:** Begin by thoroughly reviewing the design intent provided by the creative team. Engage in discussions to clarify any specific requirements or expectations.
- **Preliminary Drawings:** Develop initial drawings and sketches based on the conceptual design to outline the proposed approach for the mock-ups.
- **Material Selection:** Choose appropriate materials that align with the design intent and are suitable for the final application, considering durability, aesthetics, and environmental factors.

2. Creating the Mock-Up

- **Prototyping:** Construct a prototype or full-scale mock-up of key components, using the selected materials and detailed drawings. This step includes all aspects of the design, such as structural elements, finishes, and detailing.
- **Craftsmanship:** Employ our skilled artisans and craftsmen to ensure the mock-up reflects the highest standards of quality and precision. This includes techniques like scenic painting, marbling, wood graining, and advanced carpentry.
- **Integration of Features:** Incorporate all functional and aesthetic features into the mock-up, including structural supports, lighting systems, and environmental controls.

3. Internal Review and Refinement

- **Quality Inspection:** Conduct a thorough inspection of the mock-up internally to ensure it meets all specified criteria and standards. Identify any areas that require adjustments or improvements.
- **Refinement:** Make necessary refinements based on the internal review, ensuring the mock-up accurately represents the final product.

Approval Process with the Design Team

1. Presentation to the Design Team

- **Detailed Presentation:** Present the completed mock-up to the design team in a controlled environment where it can be closely examined. Provide a comprehensive overview of the materials used, construction methods, and any relevant technical details.
- **Feedback Session:** Facilitate an interactive feedback session with the design team to gather their input, address concerns, and discuss any suggested modifications.

2. Addressing Feedback and Revisions

- **Documentation:** Document all feedback received from the design team, ensuring clarity on any required changes or enhancements.
- **Revisions:** Implement the agreed-upon revisions to the mock-up, ensuring that all adjustments align with the design intent and quality standards.
- **Re-Presentation:** If significant changes are made, present the revised mock-up to the design team for further review and final approval.

3. Final Approval and Sign-Off

- **Final Review:** Conduct a final review session with the design team, showcasing the updated mock-up and demonstrating how all feedback has been addressed.
- **Approval Documentation:** Obtain written approval from the design team, documenting their consent to proceed with full-scale fabrication based on the approved mock-up.

Conclusion

Pizzazz Scenic Contractors' approach to mock-ups and component approval is designed to ensure precision, quality, and alignment with the client's vision. Through a detailed and collaborative process, we guarantee that the final product will meet or exceed expectations, ensuring a smooth transition from mock-up to full-scale fabrication. Our commitment to excellence and client satisfaction positions us as the ideal specialty contractor for delivering exceptional scenic and themed environments.

Fabrication of Components: Pizzazz Scenic Contractors' Expertise and Capability

Introduction

Pizzazz Scenic Contractors, with over three decades of experience in the design and fabrication of themed environments, excels in delivering high-quality, durable, and visually stunning components. Our comprehensive approach to fabricating approved scopes of work combines meticulous planning, expert craftsmanship, advanced techniques, and stringent safety protocols. Below, we outline our detailed methodology for ensuring proper and safe fabrication of all components.

Detailed Approach

1. Thorough Understanding of Approved Scope of Work

- **Review of Approved Designs:** Begin by meticulously reviewing the approved mock-ups and detailed drawings provided by the design team. Ensure that all aspects of the design intent, specifications, and quality standards are thoroughly understood.
- **Pre-Fabrication Planning:** Develop a comprehensive fabrication plan, outlining the materials, tools, and techniques required. Assign skilled craftsmen and project managers to oversee each phase of the fabrication process.

2. Expertise in Material Selection and Handling

- **High-Quality Materials:** Select materials that meet the highest standards of quality and durability, suitable for the intended use and environmental conditions. This includes weather-resistant metals, marine-grade plywood, UV-protected finishes, and other specialized materials.
- **Environmental Considerations:** Ensure all materials are chosen with consideration for environmental impact and sustainability. Prioritize the use of eco-friendly materials and processes where possible.

3. Advanced Fabrication Techniques

- **State-of-the-Art Carpentry:** Utilize both traditional carpentry methods and modern production techniques in our state-of-the-art carpentry shop. This ensures the creation of high-quality, structurally sound components.
- **Precision Sculpting and Detailing:** Apply advanced sculpting techniques to create intricate and precise details. Our expert sculptors bring a high level of artistry and craftsmanship to every project.
- **Composites and Molding:** Leverage our expertise in fiberglass reinforced plastic (FRP) to produce unique pieces and fabricate molds for mass production. This technique ensures strength, durability, and consistency across all components.

- **Scenic Painting and Finishes:** Employ skilled scenic artists to apply custom finishes, including marbling, wood graining, and other advanced painting techniques. This enhances the visual appeal and authenticity of the components.

4. Rigorous Quality Control and Testing

- **In-House Quality Assurance:** Implement a stringent quality control process at every stage of fabrication. This includes regular inspections, material testing, and adherence to all specified tolerances and standards.
- **Prototyping and Validation:** Where feasible, develop prototypes of critical components to validate design and functionality before full-scale production. Conduct tests to ensure components meet all structural and aesthetic requirements.

5. Safety Protocols and Best Practices

- **Safety Training:** Ensure all team members are trained in the latest safety protocols and best practices. This includes proper handling of materials, safe operation of machinery, and adherence to workplace safety regulations.
- **Safety Equipment:** Equip our fabrication facilities with the necessary safety equipment and protective gear. Regularly inspect and maintain all tools and machinery to prevent accidents and ensure safe operation.
- **Compliance with Standards:** Adhere to all relevant industry standards and regulations, ensuring that all fabrication processes meet or exceed safety and quality requirements.

6. Efficient and Professional Installation

- **Installation Planning:** Develop a detailed installation plan that ensures efficient and safe transportation and setup of fabricated components. This includes logistical planning, site preparation, and coordination with other contractors.
- **Expert Installation Teams:** Deploy professional installation teams, both domestic and international, to handle the placement and securing of components. Our teams prioritize safety, efficiency, and quality throughout the installation process.

Conclusion

Pizzazz Scenic Contractors' approach to the fabrication of components is characterized by meticulous planning, expert craftsmanship, advanced techniques, and rigorous safety protocols. Our extensive experience and dedication to quality ensure that all components are fabricated to the highest standards, meeting the approved scope of work and exceeding client expectations. By leveraging our expertise and history, we deliver exceptional results that stand the test of time, making us the ideal specialty contractor for any project.

Proper Scheduling and Sequencing of Placement

Introduction

At Pizzazz Scenic Contractors, we recognize the critical importance of proper scheduling and sequencing in relation to the General Contractor's project scope. Our approach ensures that every phase of our work— from shop drawings and fabrication drawings to mock-ups and final fabrication— is meticulously aligned with the General Contractor's schedule. This guarantees seamless integration and timely completion of the overall project.

Detailed Approach

1. Thorough Understanding of the General Contractor's Project Schedule

- **Initial Review and Coordination:** Begin by conducting comprehensive reviews of the General Contractor's project schedule. Engage in coordination meetings to understand all project milestones, deadlines, and sequencing requirements.
- **Collaborative Planning:** Work closely with the General Contractor to synchronize our production timelines with their overall schedule. This includes aligning critical path activities and identifying any potential scheduling conflicts early on.

2. Sequencing Production of Shop Drawings

- **Prioritization Based on Schedule:** Develop a prioritized plan for creating and submitting shop drawings. Ensure that all drawings are produced in the sequence required by the General Contractor's timeline.
- **Efficient Review Process:** Implement an efficient internal review process to ensure shop drawings are accurate and meet all specifications before submission. Maintain open communication channels with the General Contractor for prompt feedback and approval.

3. Timely Production of Fabrication Drawings

- **Detailed Planning:** Schedule the production of fabrication drawings to follow the approved shop drawings closely. Ensure that fabrication drawings are detailed and include all necessary specifications for a smooth fabrication process.
- **Coordination with Fabrication Teams:** Coordinate with our fabrication teams to ensure they are prepared to begin work as soon as the drawings are finalized. This helps to avoid any delays and maintain alignment with the project schedule.

4. Mock-Up Creation and Approval Process

- **Strategic Timing:** Plan the creation and presentation of mock-ups to coincide with key project milestones. This allows the General Contractor and design team to review and approve mock-ups without delaying subsequent phases of work.

- **Iterative Feedback:** Establish a process for iterative feedback and adjustments to mock-ups. This ensures that any necessary changes are made promptly, facilitating timely approval and progression to full-scale fabrication.

5. Fabrication Sequencing

- **Phased Fabrication Approach:** Implement a phased approach to fabrication, aligning production sequences with the project's construction phases. This ensures that fabricated components are ready for installation as needed, avoiding bottlenecks and delays.
- **Quality Control:** Maintain rigorous quality control throughout the fabrication process to ensure all components meet the required standards and are ready for timely delivery and installation.

6. Coordinated Placement and Installation

- **Integration with Construction Phases:** Plan the sequencing of placement and installation activities to integrate seamlessly with the General Contractor's construction phases. This includes coordinating delivery schedules and on-site logistics to minimize disruption.
- **Professional Installation Teams:** Deploy skilled installation teams who are well-versed in the project schedule and sequence. Ensure that teams are prepared to work efficiently and safely, adhering to the planned timeline and maintaining flexibility to adjust as needed.

7. Continuous Communication and Adaptability

- **Regular Progress Meetings:** Participate in regular progress meetings with the General Contractor and other stakeholders to review the project schedule and address any changes or challenges promptly.
- **Responsive Adjustments:** Remain adaptable and responsive to any shifts in the project timeline or scope. Quickly adjust our schedules and sequencing plans to accommodate these changes without compromising quality or deadlines.

Conclusion

Pizzazz Scenic Contractors is committed to meticulous scheduling and sequencing of our work to align seamlessly with the General Contractor's project schedule. Through detailed planning, close collaboration, and efficient production processes, we ensure that our contributions support the timely and successful completion of the overall project. Our structured approach guarantees that shop drawings, fabrication drawings, mock-ups, and final fabrication are delivered on schedule, maintaining the highest standards of quality and craftsmanship throughout the process.

Compliance Statement for Ownership and Durability Requirements

Ownership of Work Products

Pizzazz Scenic Contractors is fully committed to complying with the ownership requirements outlined in the contract. Our approach to ensuring all work products belong exclusively to the Owner includes:

1. **Clear Assignment of Ownership:**
 - **Employee Agreements:** All employees involved in the project will sign agreements acknowledging that any work products they produce are the exclusive property of the Owner.
 - **Supplier and Subcontractor Contracts:** We will include specific clauses in all contracts with suppliers and subcontractors stating that any work products created for the project are the exclusive property of the Owner.
2. **Scope of Work Products:**
 - **Inclusive Definition:** We recognize that work products include, but are not limited to, drawings, designs, reports, manuals, programs, tapes, DVD/CDs, models, mockups, maquettes, and any other items produced in connection with this project.
 - **Transfer of Rights:** All intellectual property rights for these work products will be transferred to the Owner upon creation, ensuring the Owner has full control and ownership.
3. **No Copyright Applications:**
 - **Compliance Assurance:** Pizzazz Scenic Contractors, along with our subcontractors and suppliers, will not apply for copyright protection for any work products produced under this contract.
 - **Document Management:** We will maintain records of all work products to ensure clear documentation of ownership transfer to the Owner.

Fabrication, Furnishing, and Placement of Products

Pizzazz Scenic Contractors ensures that all products provided under this contract are fabricated, furnished, and placed in a manner consistent with their final intended use. Our approach includes:

1. **Durable Fabrication:**
 - **Material Selection:** We will use materials specifically chosen for their durability and suitability for outdoor elements. This includes weather-resistant metals, UV-protected finishes, and waterproof sealants.
 - **Quality Control:** Rigorous quality control processes will be in place to ensure all products meet high standards of durability and functionality.
2. **Consistent with Intended Use:**

- **Design Integrity:** Our design team will ensure that all products are designed to withstand normal wear and tear associated with outdoor public display. This includes considering factors such as weather conditions, temperature fluctuations, and potential physical interactions.
 - **Testing and Validation:** Prototypes and finished products will undergo testing to validate their durability and functionality in real-world conditions.
3. **Approval for Alterations:**
- **Change Management:** No alterations to the original design or fabrication will occur without the written approval of the Owner. Any proposed changes will be documented and submitted for review and approval before implementation.
 - **Communication:** We will maintain open and transparent communication with the Owner throughout the project to ensure all products meet the required specifications and standards.

Conclusion

Pizzazz Scenic Contractors is dedicated to meeting all contractual requirements related to the ownership and durability of work products. By ensuring clear ownership transfer, using high-quality materials, adhering to design integrity, and seeking written approval for any alterations, we commit to delivering products that not only meet but exceed the expectations of the Owner. Our comprehensive approach guarantees that all work products are the exclusive property of the Owner and are fabricated to withstand the rigors of outdoor display.

Pizzazz Scenic Contractors: 30 Years of Excellence

Since 1993, Pizzazz Scenic Contractors has been a leader in designing, managing, and building themed environments for a variety of applications including "ride & show," museums, zoos, retail spaces, amusement parks, and resorts. Our three decades of experience are marked by a relentless commitment to quality, meticulous attention to detail, and exceptional customer service, distinguishing us as a premier provider in the industry.

Comprehensive Design and Fabrication Expertise

Meticulous Craftsmanship: At Pizzazz Scenic, we pride ourselves on our exceptional craftsmanship. Our talented scenic artists, equipped with extensive experience across various disciplines, excel in scenic painting techniques, layout design, and color mixing. Their expertise extends to advanced techniques such as marbling and wood graining, ensuring that each project is brought to life with precision and artistry.

State-of-the-Art Carpentry: Our modern carpentry shop merges traditional methods with cutting-edge production techniques to create high-quality, durable pieces. Our skilled craftsmen consistently meet the highest standards of safety and durability, delivering pieces that are both functional and visually stunning.

Artistic Sculpture: Our sculptures are more than just works of art—they are expressions of creativity and passion. Crafted by expert sculptors with years of experience, each piece captures the essence of the project with meticulous detail.

Advanced Composites: Specializing in fiberglass reinforced plastic (FRP), our composites shop can produce unique pieces and fabricate molds for mass production. We prioritize safety and environmental responsibility, ensuring that all materials are handled responsibly.

Themed Signage: Our in-house sign department creates themed signage and identification products using a combination of natural and man-made materials. With custom artistry and advanced cutting techniques, we produce distinctive and beautiful products that enhance any environment.

Comprehensive Design Services

Our design team offers comprehensive services, including project drafting, conceptual drawings, and 3D rendering. We work closely with clients to capture their vision and bring it to life with creativity and precision. From initial concept to final design, our team ensures every detail is meticulously planned and executed.

Project Management Excellence

Our dedicated in-house project management team boasts extensive experience, ensuring seamless coordination from design to construction and handover. We prioritize meticulous

planning, on-time delivery, and adherence to budgetary constraints. Our project managers review and coordinate the design at every stage, facilitating smooth progress and timely sign-off.

Professional Installation Teams

Our professional installation teams, comprising both domestic (U.S.) and international crews, deliver exceptional results worldwide. Our installers prioritize safety, utilizing the latest tools and adhering to stringent safety protocols. They are committed to cleanliness, efficiency, and quality, ensuring a smooth and successful installation process. Moreover, they uphold high standards of professionalism, demonstrating politeness, resourcefulness, and cultural sensitivity throughout the project duration.

Conclusion

With 30 years of experience, Pizzazz Scenic Contractors has established itself as a trusted leader in the design and fabrication of themed environments. Our dedication to quality, attention to detail, and commitment to customer service set us apart in the industry. Whether it's designing breathtaking scenic elements or ensuring seamless project management and installation, Pizzazz Scenic is dedicated to delivering exceptional results that exceed expectations. Trust us to bring your vision to life with unparalleled expertise and professionalism.

Current Project with Universal Studios: Outdoor Electronic Express Lane Shrouds

Introduction

Pizzazz Scenic Contractors is proud to be partnering with Universal Studios on an innovative project involving the design, fabrication, and installation of outdoor electronic express lane shrouds. These shrouds are engineered to house critical components including cameras, scanners, touchable monitors, RFID readers, and all necessary computer hardware. The project highlights our capability to deliver high-quality, durable solutions for demanding outdoor environments.

Project Scope and Requirements

1. Comprehensive Housing Solution

- **Component Integration:** The shrouds are designed to integrate a variety of electronic components seamlessly. This includes cameras for surveillance, scanners for ticket validation, touchable monitors for user interaction, RFID readers for swift access, and the associated computer hardware to support these functions.
- **Durability:** Given the harsh and variable climate of central Florida, the shrouds are engineered to be fully sealed and robust, ensuring that all internal components are protected from environmental factors year-round.

2. Environmental Considerations

- **Weather Resistance:** The shrouds are constructed using high-quality materials that provide exceptional resistance to rain, humidity, and extreme temperatures. This guarantees that the equipment remains operational and protected throughout the year, regardless of weather conditions.
- **UV Protection:** The exterior surfaces of the shrouds are treated with UV-resistant coatings to prevent degradation from prolonged sun exposure, maintaining both functionality and aesthetics over time.

3. Technical Specifications and Design

- **Sealing and Protection:** Our design incorporates advanced sealing techniques to ensure that the shrouds are impervious to dust and water ingress. This level of protection is crucial for maintaining the reliability and longevity of the electronic components housed within.
- **Ventilation and Cooling:** To prevent overheating, the shrouds are equipped with efficient ventilation and cooling systems that maintain optimal internal temperatures, thereby safeguarding sensitive electronic parts against thermal damage.

4. Installation and Maintenance

- **Permanent Mounting:** The shrouds are designed for permanent installation, providing a stable and secure housing solution that can withstand the demands of a high-traffic outdoor environment.
- **Ease of Access:** Despite their robust construction, the shrouds feature accessible panels for maintenance and upgrades, ensuring that service technicians can perform necessary tasks without difficulty.

5. Collaboration and Customization

- **Client Collaboration:** Throughout the project, we have worked closely with Universal Studios to customize the shrouds according to their specific needs and operational requirements. This collaborative approach ensures that the final product not only meets but exceeds the client's expectations.
- **Custom Fabrication:** Leveraging our advanced fabrication capabilities, we have tailored the design and production processes to create bespoke solutions that align with the unique aesthetic and functional requirements of Universal Studios.

Conclusion

Pizzazz Scenic Contractors is dedicated to delivering exceptional quality and innovation in every project we undertake. Our collaboration with Universal Studios on the outdoor electronic express lane shrouds underscores our expertise in creating durable, high-performance solutions for outdoor environments. By integrating advanced technology with robust design, we ensure that the shrouds provide reliable, year-round service in central Florida's challenging climate. This project exemplifies our commitment to excellence and our ability to meet the specialized needs of our clients through meticulous planning, superior craftsmanship, and ongoing collaboration.

Project with Seattle Aquarium: Custom Aquarium Surrounds

Introduction

Pizzazz Scenic Contractors is pleased to announce the nearing completion of a significant project with the Seattle Aquarium. This endeavor involved the fabrication of custom aquarium surrounds designed to enhance the visual appeal and functionality of the aquarium exhibits. The surrounds feature fully water-resistant housings for graphics and lighting, demonstrating our expertise in creating durable and aesthetically pleasing solutions for aquatic environments.

Project Scope and Requirements

1. Custom Aquarium Surrounds

- **Design and Fabrication:** The project required the creation of custom surrounds that integrate seamlessly with the existing aquarium infrastructure. Each surround was designed and fabricated to meet the specific needs of the Seattle Aquarium, ensuring a perfect fit and optimal functionality.
- **Water-Resistant Housing:** Given the moist and humid environment of an aquarium, it was essential that the surrounds be fully water-resistant. This included the housings for graphics and lighting, which are crucial for creating an engaging and immersive visitor experience.

2. Graphics and Lighting Integration

- **Enhanced Visual Appeal:** The custom surrounds were designed to incorporate high-quality graphics that enhance the educational and aesthetic aspects of the exhibits. These graphics are protected by water-resistant housings to ensure longevity and clarity.
- **Advanced Lighting Solutions:** To highlight the exhibits and create dynamic visual effects, the surrounds include integrated lighting systems. These lighting solutions are not only water-resistant but also energy-efficient, providing bright and vibrant illumination while maintaining sustainability.

3. Material Selection and Durability

- **High-Quality Materials:** The surrounds were constructed using materials specifically chosen for their durability and resistance to water. This ensures that the custom pieces maintain their structural integrity and visual appeal even in the challenging conditions of an aquarium setting.
- **Protective Coatings:** All materials used were treated with protective coatings to enhance their resistance to moisture, corrosion, and wear, ensuring a long-lasting and low-maintenance solution for the Seattle Aquarium.

4. Precision Engineering and Craftsmanship

- **Attention to Detail:** Our team of skilled craftsmen and engineers paid meticulous attention to detail throughout the fabrication process. This precision ensures that every component of the custom surrounds meets the highest standards of quality and performance.
- **Seamless Integration:** The custom surrounds were designed to integrate seamlessly with the aquarium's existing exhibits, providing a cohesive and polished look that enhances the overall visitor experience.

5. Installation and Finalization

- **Efficient Installation:** The installation process was carefully planned and executed to minimize disruption to the aquarium's operations. Our professional installation teams worked efficiently to ensure that the surrounds were securely and correctly installed.
- **Project Finalization:** As the project nears completion, we are conducting final inspections and tests to ensure that all aspects of the custom surrounds meet the specified requirements and perform as intended.

Conclusion

Pizzazz Scenic Contractors is proud to be concluding a successful project with the Seattle Aquarium. The custom aquarium surrounds, featuring fully water-resistant housings for graphics and lighting, exemplify our commitment to quality, innovation, and client satisfaction. This project highlights our ability to deliver bespoke solutions that enhance the functionality and visual appeal of aquarium exhibits. Through meticulous planning, superior craftsmanship, and attention to detail, we have created durable and aesthetically pleasing surrounds that will serve the Seattle Aquarium and its visitors for years to come.

Conclusion

Pizzazz Scenic Contractors is uniquely positioned to deliver exceptional results for the West Virginia Outdoor Exhibit Cases. With over 30 years of experience in the industry, we have honed our expertise in designing, managing, and fabricating themed environments that are not only aesthetically pleasing but also robust and durable. Our portfolio spans a wide range of applications, from "ride & show" installations to museum exhibits, zoo displays, retail environments, amusement parks, and resort features, demonstrating our versatility and commitment to excellence.

Our comprehensive approach to project execution ensures that every aspect of the exhibit cases, from the initial conceptual design to the final installation, meets the highest standards of quality and durability. We utilize superior materials, such as marine-grade plywood, stainless steel, and UV-filtering tempered glass, to construct exhibit cases that can withstand the rigors of outdoor exposure. Additionally, our advanced microclimate systems and customizable LED lighting solutions ensure that the displayed artifacts are preserved in optimal conditions.

Our recent projects, such as the outdoor electronic express lane shrouds for Universal Studios and the custom aquarium surrounds for the Seattle Aquarium, highlight our ability to deliver fully sealed, water-resistant, and technologically integrated solutions. These projects underscore our capability to handle complex requirements and deliver results that exceed client expectations.

At Pizzazz Scenic Contractors, we pride ourselves on meticulous project management and seamless coordination with all stakeholders. Our dedicated project management team ensures that every phase, from shop drawings and mock-ups to fabrication and installation, aligns perfectly with the General Contractor's schedule. This guarantees timely project delivery and adherence to budgetary constraints, minimizing disruptions and ensuring a smooth project flow.

Moreover, our commitment to exceptional customer service and a collaborative team attitude sets us apart in the industry. We prioritize open communication, responsiveness, and a thorough understanding of our clients' visions, which allows us to deliver personalized solutions that truly bring their ideas to life.

In conclusion, Pizzazz Scenic Contractors is the ideal partner for the design, fabrication, and installation of the West Virginia Outdoor Exhibit Cases. Our extensive experience, superior craftsmanship, use of high-quality materials, and proven track record of successful projects make us the best choice to create exhibit cases that are not only visually stunning but also durable and functional. Trust Pizzazz Scenic Contractors to deliver unparalleled expertise and professionalism, ensuring that your vision is realized to its fullest potential.

Glenn Cleffi

GLENN CLEFFI

**VISIONARY & DIRECTOR OF
PROJECT DEVELOPMENT**

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WV State Museum Outdoor Exhibit Boxes Estimate

6/7/2024

THEMING SCHEDULE/SCOPE OF WORK

No.	Area/Room	Component	Qty	Unit	Item Sales Price	Notes
1	Outdoor Exhibit Cases	Stained Glass	1	EA	\$ 57,769.67	Type B - 9'4" x 7'9" x 3'9" Outdoor Exhibit Case. This fully sealed marvel features a robust steel frame structure, marine-grade plywood and laminate skin for the interior (color TBD), while the exterior is adorned with stained and sealed wood. Per design intent. Access panels facilitate easy handling with forklifts, and stainless steel hardware ensures secure mounting and access. Two viewing windows with graphics (7'4" x 4'8") boast UV-filtering laminated tempered glass with stamp, while a microclimate system regulates temperature and humidity. Metal Plate powdercoated edge lit on side. Controllable LED lighting fixtures provide customizable illumination, with electrical connections to be facilitated by others.
2	Outdoor Exhibit Cases	Oil, Gas, and Coal	2	EA	\$ 114,813.34	Type A - 7'6" x 7'9" x 3'9" Outdoor Exhibit Case. This fully sealed marvel features a robust steel frame structure, marine-grade plywood and laminate skin for the interior (color TBD), while the exterior is adorned with stained and sealed wood. Per design intent. Access panels facilitate easy handling with forklifts, and stainless steel hardware ensures secure mounting and access. Two viewing windows with graphics (7'4" x 4'8") boast UV-filtering laminated tempered glass with stamp, while a microclimate system regulates temperature and humidity. Metal Plate powdercoated edge lit on side. Controllable LED lighting fixtures provide customizable illumination, with electrical connections to be facilitated by others.
3	Outdoor Exhibit Cases	Timber and Water Transportation	2	EA	\$ 117,082.09	Type C - 10'4" x 7'9" x 3'9" Outdoor Exhibit Case. This fully sealed marvel features a robust steel frame structure, marine-grade plywood and laminate skin for the interior (color TBD), while the exterior is adorned with stained and sealed wood. Per design intent. Access panels facilitate easy handling with forklifts, and stainless steel hardware ensures secure mounting and access. Two viewing windows with graphics (7'4" x 4'8") boast UV-filtering laminated tempered glass with stamp, while a microclimate system regulates temperature and humidity. Metal Plate powdercoated edge lit on side. Controllable LED lighting fixtures provide customizable illumination, with electrical connections to be facilitated by others.
4	Outdoor Exhibit Cases	Chemical, Iron/Steel, Salt, Clay/Glass, and Railroad Transportation	3	EA	\$ 173,309.00	Type B - 9'4" x 7'9" x 3'9" Outdoor Exhibit Case. This fully sealed marvel features a robust steel frame structure, marine-grade plywood and laminate skin for the interior (color TBD), while the exterior is adorned with stained and sealed wood. Per design intent. Access panels facilitate easy handling with forklifts, and stainless steel hardware ensures secure mounting and access. Two viewing windows with graphics (7'4" x 4'8") boast UV-filtering laminated tempered glass with stamp, while a microclimate system regulates temperature and humidity. Metal Plate powdercoated edge lit on side. Controllable LED lighting fixtures provide customizable illumination, with electrical connections to be facilitated by others.
5	Outdoor Exhibit Cases	Graphics	1	EA	\$ 14,868.48	High Performance UV Rated 3M Vinyl printed graphics with laminate overlay, per design intent. Includes graphic design for finished art work.
6	Outdoor Exhibit Cases	Design and Drawings	1	EA	\$ 32,292.48	Design, Fabrication Drawings, and Stamped Engineering Drawings
7	Outdoor Exhibit Cases	Artifact Mounts and Supports	1	EA	\$ 33,102.65	Custom made mount/supports for artifacts. Multiple materials used including but not limited to metal, PVC, wood, acrylic. Stainless steel hardware.
8	Project Management	Project Management	1	EA	\$ 7,656.00	Project Management
9	Site Visit	Site Visit	1	EA	\$ 3,062.40	Site Visit
10	Shipping	Shipping	1	EA	\$ 15,840.00	Shipping
11	Installation	Installation	1	EA	\$ 24,258.30	Installation - includes machinery needed
Sub Total					\$594,054.41	
Sales Tax					\$41,583.81	
Grand Total					\$635,638.22	

ATTACHEMENT A: COST SHEET
REQUEST FOR PROPOSAL
CRFP DCH2400000002

	QTY	UNIT OF ISSUE	UNIT PRICE	TOTAL PRICE
DESIGN SERVICES	1	LS	\$34,552.95	\$34,552.95
CASEWORK	8 10	EA	\$54,975.62	\$549,756.16
ARTIFACT MOUNTS/SUPPORT	1	LS	\$35,419.84	\$35,419.84
GRAPHIC/SIGNAGE	1	LS	\$15,909.27	\$15,909.27

PROPOSAL GRAND TOTAL:

\$635,638.22

FOR THE VENDOR: X

Glenn Cleffi

DATE:

6/7/2024

Authorized Representative of Vendor



WV State Museum Outdoor Exhibit Boxes Estimate

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