

Miami Science Museum Request for Proposals

***Moving Things, Efficiently* Exhibition: Phase 1 RFP**

Overview

The Miami Science Museum (MiaSci) seeks proposals to design and build one or more interactive exhibits for the *Moving Things, Efficiently* exhibition. Details of proposed exhibits follow, and an overview of the project can be found in the document “Moving Things: An exhibition of the physics and technology for moving things efficiently,” which is available for download at <https://files.me.com/joehastings/ug0lhv> and in print through blurb at <http://www.blurb.com/bookstore/detail/1884177>.

Background

Miami Science Museum is in the midst of a fundamental transformation as staff plan for the move to Museum Park on Biscayne Bay. Structured around a lushly landscaped indoor and outdoor ‘living core’ of terrestrial and aquatic exhibits, featuring one-of-a-kind aquarium components, a state-of-the-art digital dome, hands-on exhibits and interactive digital technology, MiaSci will offer one of the world’s most exciting museum experiences. Every aspect of the three-story, 250,000-square-foot MiaSci building is designed to inspire the mind, engage the senses and stimulate the imagination.

A powerful scientific, educational and career resource, MiaSci will enrich the lives of South Floridians and visitors from around the world. With its real-life marvels, interactive exhibits, and exciting learning adventures in a state-of-the-art energy-efficient building, the new MiaSci will introduce the basic concepts of science and technology. It will also be a unique educational resource for people of all ages, cultures, and economic backgrounds.

Overview of the Moving Things Exhibition

Moving Things, Efficiently, made possible by generous support from Ryder Charitable Foundation, is a coherent and exciting set of interactive experiences and related programs on the physics and technology behind moving objects. The exhibition is being developed in two overall phases, both of which will be installed in the current location and provide inspiration for content in the new museum:

- Phase 1: A selection of hands-on exhibits related to the basic physics and technology of moving things efficiently. Wherever appropriate, images and context will make reference to real industry applications.
- Phase 2: A computer-simulated environment that will give museum visitors a realistic sense of the challenges in terms of sustainability that face the shipping and supply chain industry. Visitors engaging in the game play will strive to pack and track their vehicle with maximum efficiency, while operating and maintaining it in a way that’s good for the health of the planet.

The first phase will begin with a set of exhibits to be installed at the present Museum no later than May 30, 2011 ahead of the scheduled public event titled, *Big Truck Day* (Fathers Day, June 19, 2011).

Approach

Phase 1 of *Moving Things, Efficiently* will be an approximately 500 square-foot exhibition space containing 3-5 exhibits, graphics, area signage, and other features to make it a coherent and compelling celebration of motion for Miami Science Museum visitors.

The overall look and feel will draw inspiration from the Miami Science Museum exhibition *Heart Smart*, which is an excellent example of how a focused and contained selection of exhibits, furniture, lighting, and labels can be combined to create an interesting and meaningful space. The final approach will be determined following a discussion of main messages, key learning goals, and desired interactions.

The *Downhill Racer* exhibit built for MiaSci by Paul Orselli from the Exploratorium APE (Active Prolonged Engagement) book is a model of the desired type of interaction and visitor engagement. Although *Moving Things* will be a unique exhibition, it will draw upon tried and true exhibit components.

Scope of Work

The Museum is seeking contractors that have a dedication to the collaborative design process and extensive experience in the fabrication of interactive exhibits. The selected fabricator will have experience in working with environmentally conscious materials and processes appropriate to the museum environment and will have demonstrated careful consideration of visitor accessibility.

The contractor will develop, design and deliver one or more exhibits that will be included in the *Moving Things, Efficiently* exhibition. The exhibits should provide hands-on opportunities for visitors to explore basic principles of motion and moving things efficiently from point A to point B. Exhibits that are under consideration include*:

- Transportation Table, based on an exhibit at the Mill City Museum, Minneapolis, MN.
- Flow Table, inspired by the Exploratorium exhibit described in the book *Fostering Active Prolonged Engagement: The Art of Creating APE Exhibits*.
- Stacking Table, loosely drawn from the Space Filling Blocks exhibit in the *Geometry Playground* traveling exhibition from the Exploratorium and Science Museum of Minnesota.
- Human Cubic Yard, similar to the cubic meter exhibit from Tom Tits, Stockholm, Sweden.
- Turntable, similar to exhibits in many science centers across the US.
- Large iconic element evoking efficiency in motion and related to the ground transportation industry.
- Simple interactive element, demonstrating “brain over brawn.”
- Other items that fit the *Moving Things* theme.

*See the document “Moving Things: An exhibition of the physics and technology for moving things efficiently,” which is available for download at <https://files.me.com/joehastings/ug0lhv> and in print through blurb at <http://www.blurb.com/bookstore/detail/1884177>, for more detailed explanations and sample images.

The selected contractor will be responsible for delivering the set exhibits as a **completed product, including all content development, design, production, and interpretive text for exhibit labels**. (Note: The Museum will supply the Spanish-language interpretation based on content developed by the contractor). The Museum recognizes that some respondents may perform all of the requested services directly, and that others may need to name one or more

subcontractors as part of their team. Either approach is acceptable; however, the contractor would be responsible for managing the work of any such subcontractors.

As part of the bid process, contractors should include any evaluation information related to the development the proposed exhibit items, including any audience feedback and subsequent redesign or remediation. Interested contractors will also provide a list of clients who have received the same or similar items, including contact information, which Miami Science Museum may use to verify exhibit and contractor performance.

The selected contractor will work closely with the Museum's in-house team of content and exhibit developers as well as Joe Hastings, who is serving as project manager. The contractor will report to Joe Hastings, interfacing closely with him and Sean Duran, Vice President of Exhibitions and Design. As one or more contractor may be selected, the contractors will be required to work with Sean Duran to coordinate materials and other aesthetic elements to assure the visual continuity of final designs. A special emphasis on the overall interpretation and graphic strategy will be necessary to ensure a consistent fit with the remainder of the *Moving Things, Efficiently* exhibition.

The expected schedule, subject to change, is as follows.

Notice of RFP Availability	January 24, 2011
Q&A	February 2, 2011
Proposals Due to MSM	February 4, 2011
Interviews if required	February 11, 2011
Selection Notification	February 14, 2011
Fabricator Start Date	February 18, 2011
Installation	May 30, 2011
Exhibition Opening	June 19, 2011

General Project Requirements

- 1) The selected fabricator will be required to abide by all applicable federal, state and local laws and ordinances, as amended. Included, but not limited to, the applicable local laws and ordinances are:

Florida Statutes, Chapter 119 (Florida Public Records Act)

- Please note that pursuant to §119.07(3) (m) of the Florida Statutes, all proposals received will become part of the public record ten (10) days after the response deadline.

Florida Statutes, Chapter 287.055 (Consultants' Competitive Negotiation Act)

Miami-Dade County Ordinances:

- Section 2-11.1 of the Miami-Dade County Code, Conflict of Interest and Code of Ethics
- Section 97-215 – Office of the Inspector General

- Section 2-11.15 of the Miami-Dade County Code, Works of Art in Public Places
- Section 2-10.4.01 of the Miami-Dade County Code, Community Business Enterprise Program

Miami-Dade County Resolutions:

- R-385-95--Policy prohibiting contracts with firms violating the American with Disabilities Act (ADA) and other laws prohibiting discrimination on the basis of disability ADA requirements, are a condition of award, as amended by Resolution R-182-00
 - R-744-00--Requiring the continued engagement of critical personnel in contracts for professional services for the duration of the project.
- 2) The Museum may, at its sole and absolute discretion, reject any and all, or parts of any and all submittals; re-advertise this solicitation; postpone or cancel, at any time, this solicitation process; or waive any irregularities in this solicitation or in the submittals received as a result of this solicitation.
 - 3) All expenses involved with the preparation and submission of proposals to the Museum, or any work performed in connection therewith, shall be borne by the Submitter(s). No payment will be made for any responses received, nor for any other effort required of or made by the Submitter(s) prior to commencement of work as defined by a contract approved by the Miami Science Museum.
 - 4) The submittals will be evaluated by a Selection Committee appointed by the Museum. The Selection Committee will be comprised of senior staff members of the Museum with the necessary addition of individuals from public and private sectors possessing the appropriate experience and/or knowledge, while striving to ensure the Committee is balanced with regard to ethnicity and gender. The Selection Committee will determine the most qualified fabricator by consensus based on the Selection Criteria described in this RFP. At the conclusion of the submissions review, the Submitter deemed most qualified will be selected by the Committee.
 - 5) The Museum reserves the right to enter contract negotiations with the selected Fabricator. If the Museum and the Fabricator do not agree to terms of a Professional Services Agreement, the Museum may elect to terminate negotiations and begin negotiating with other pre-approved Fabricators. This process will continue until a contract has been executed or all submittals have been rejected. No Fabricator shall have any claims and/or rights against the Museum arising from such negotiation and/or the selection process.
 - 6) Fabricators submitting materials shall not submit any information in response to this solicitation that the Fabricator considers to be a trade secret or confidential. The submission of any information in connection with this solicitation shall be deemed conclusively to be a waiver of any trade secret or other protection, which would otherwise be available to the Fabricator. In the event that the Fabricator submits information in violation of this restriction, either inadvertently or intentionally, and clearly identifies that information in the submission as protected or confidential, the Museum shall endeavor to redact and return that information to the Fabricator as quickly as possible, and if appropriate. The Selection Committee will then evaluate the balance of

the submission. The redaction or return of information pursuant to this clause may render a submission non-responsive.

Submittal Requirements

Interested Fabricators should submit one electronic copy of the following materials:

- 1) Letter of Interest including general background and data and primary point of contact for this solicitation including email, phone and address.
- 2) Description of experience with:
 - i. Interactive exhibition development
 - ii. Interactive exhibition fabrication
 - iii. Environmentally conscious materials and processes

For each project please list the exhibit designer, owner, year completed, and your precise scope of work, the cost of that work, and who held your contract. Please include a brief description of the contractual relationship and a description of the day-to-day working relationship.

- 3) Description of your proposed management and communication processes for working with the exhibit designers and the Miami Science Museum.
- 4) Description of your proposed work plan and work product based information contained in this RFP and attachments.
- 5) Fee Proposal based on the work plan and work product described above.

Selection Criteria

The following criteria will be used to determine the most qualified Fabricator.

- 1) Experience and past record with interactive exhibition development and fabrication.
- 2) Creativity in response to the submittal in terms of proposed visitor experience.
- 3) Strength and adequacy of the individuals' qualifications as described in the submittal requirements.

RFP submissions should be sent by email with the name of the project, the submitting contractor's name, address and phone number clearly noted. All proposal packages should be delivered no later than 5:00 PM Central Standard Time, February 4, 2011. Materials received after that point may not be considered. Interested contractors should confirm their interest by phone or email to Joe Hastings. Proposals may be submitted to:

Mr. Joe Hastings
joeastings@me.com
806-690-1602

Questions must be sent in writing, and should be addressed to Mr. Hastings at the above address.

Questions will be handled through email in order to expedite the response process. Questions will be collected and responses will be issued on February 3 to all firms who have requested the RFP. Questions will not be taken after 12:00, noon Central Standard Time February 2. For additional information about the Miami Science Museum, please go to www.miamisci.org.

Final selection of contractor(s) will take place February 14, 2011.