

**SECTION B  
SUPPLIES OR SERVICES AND PRICE/COSTS**

The contractor shall provide all services including, labor, materials, facilities, and travel (except as otherwise specified in this contract) necessary to detail, fabricate, transport to the site, and install all exhibit elements for the Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas.

- |    |                                    |              |          |
|----|------------------------------------|--------------|----------|
| 1. | <b>PROJECT MANAGEMENT</b>          | <b>1 JOB</b> | \$ _____ |
|    | Total Hours                        |              | _____    |
|    | Total Labor                        |              | \$ _____ |
| 2. | <b>FABRICATION DRAWINGS</b>        | <b>1 JOB</b> | \$ _____ |
|    | Total Hours                        |              | _____    |
|    | Total Materials                    |              | \$ _____ |
|    | Total Labor                        |              | \$ _____ |
| 3. | <b>SAMPLES/MOCK-UPS/PROTOTYPES</b> | <b>1 JOB</b> | \$ _____ |
|    | Total Hours                        |              | _____    |
|    | Total Materials                    |              | \$ _____ |
|    | Total Labor                        |              | \$ _____ |
| 4. | <b>EXHIBIT STRUCTURES</b>          | <b>1 JOB</b> | \$ _____ |
|    | Total Hours                        |              | _____    |
|    | Total Materials                    |              | \$ _____ |
|    | Total Labor                        |              | \$ _____ |
| 5. | <b>ELECTRICAL/ELECTRONIC</b>       | <b>1 JOB</b> | \$ _____ |
|    | Total Hours                        |              | _____    |
|    | Total Materials                    |              | \$ _____ |
|    | Total Labor                        |              | \$ _____ |
| 6. | <b>GRAPHICS</b>                    | <b>1 JOB</b> | \$ _____ |
|    | Total Hours                        |              | _____    |
|    | Total Materials                    |              | \$ _____ |
|    | Total Labor                        |              | \$ _____ |

7. **CONSERVATION GUIDELINES** **1 JOB** \$ \_\_\_\_\_

Total Hours \_\_\_\_\_  
Total Materials \$ \_\_\_\_\_  
Total Labor \$ \_\_\_\_\_

8. **PROJECT CLOSEOUT** **1 JOB** \$ \_\_\_\_\_

Total Hours \_\_\_\_\_  
Total Materials \$ \_\_\_\_\_  
Total Labor \$ \_\_\_\_\_

9. **SHIPPING** **1 JOB** \$ \_\_\_\_\_

Total Hours \_\_\_\_\_  
Total Materials \$ \_\_\_\_\_  
Total Labor \$ \_\_\_\_\_

10. **INSTALLATION** **1 JOB** \$ \_\_\_\_\_

Total Hours \_\_\_\_\_  
Total Materials \$ \_\_\_\_\_  
Total Labor \$ \_\_\_\_\_  
Travel Costs \$ \_\_\_\_\_

11. **TRAVEL** **1 JOB** \$ \_\_\_\_\_

A. Postaward Conference at Harpers Ferry Center,  
Harpers Ferry, West Virginia.

Total Hours \_\_\_\_\_  
Total Labor \$ \_\_\_\_\_  
Travel Costs \$ \_\_\_\_\_

B. First Site Visit at Little Rock Central High School  
National Historic Site, Little Rock, Arkansas.

Total Hours \_\_\_\_\_  
Total Labor \$ \_\_\_\_\_  
Travel Costs \$ \_\_\_\_\_

C. Second Site Visit at Little Rock Central High School  
National Historic Site, Little Rock, Arkansas.

Total Hours \_\_\_\_\_  
Total Labor \$ \_\_\_\_\_  
Travel Costs \$ \_\_\_\_\_

D. Third Site Visit at Little Rock Central High School  
National Historic Site, Little Rock, Arkansas.

Total Hours \_\_\_\_\_  
Total Labor \$ \_\_\_\_\_  
Travel Costs \$ \_\_\_\_\_

**TOTAL FOR THE JOB** \$ \_\_\_\_\_

**PROPOSALS MUST SET FORTH FULL, ACCURATE AND COMPLETE INFORMATION AS REQUIRED BY THIS REQUEST FOR PROPOSAL, INCLUDING ATTACHMENTS. THE PENALTY FOR MAKING FALSE STATEMENTS IN PROPOSALS IS PRESCRIBED IN 18 U.S.C. 1001.**

**BY SUBMISSION OF THIS PROPOSAL, I CERTIFY THAT THE RATES CONTAINED IN THIS PRICE ARE NOT MORE THAN THE FIRM-FIXED-PRICE LOADED HOURLY RATES CONTAINED IN THE BASIC CONTRACT.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contract Number

**SOLICITATION NUMBER N1106060135**  
**VISITOR CENTER EXHIBITS**  
**LITTLE ROCK CENTRAL HIGH SCHOOL NATIONAL HISTORIC SITE**  
**LITTLE ROCK, ARKANSAS**

Offerors shall attach the Brand Name or Equal Certification to the all copies of the Standard Form 26 (SF-26), Award/Contract.

**BRAND NAME OR EQUAL CERTIFICATION**

Offerors proposing to furnish "equal" products in accordance with "Brand Name or Equal" provision of this Request for Proposal shall provide the following description for each product for which a substitution is proposed:

BRAND NAME	<u>Product</u> <u>Manufacturer</u>	Equal: _____ Manufacturer's Name: _____ Address: _____ Product Name (If any): _____ Product make, or catalog description: _____
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**If "equal" products are proposed provide a detailed description of each product and attach to Page B-4.**

If not furnishing any "equal" products, complete the following certification.

**I certify that the "Brand Name" products specified have been reviewed and no substitutions will be used in the performance of this contract.**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**SECTION C**  
**DESCRIPTION/SPECIFICATIONS/WORK STATEMENT**

**I. BACKGROUND**

Little Rock Central High School was designated a unit of the national park system on November 6, 1998. The Park preserves, protects, and interprets the school and its role in the integration of public schools and the development of the Civil Rights movement in the United States.

The Park is located in a residential neighborhood, a designated National Historic District that encompasses a cultural landscape around and including Central High School. The low-income neighborhood is in a state of deterioration with damaged and abandoned properties throughout the area.

A new visitor center is currently under construction at the northeast corner of South Park Street and Daisy L. Gatson Bates Drive. Construction will continue concurrently with the fabrication of the exhibits. Completion of the new facility is scheduled for July 2007. Exhibits must be fabricated, installed, and field-tested prior to September 2007, which marks the 50th anniversary of the Little Rock desegregation crisis.

All work to be detailed, fabricated, shipped to the site, and installed shall be based on the government-furnished documents entitled "Final Exhibit Plan, Little Rock Central High School, Visitor Center."

**II. PURPOSE**

The purpose of this contract is to detail, fabricate, transport to the site, and install all exhibit elements for the Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas.

**III. SCOPE OF WORK**

Independently, and not as an agent of the government, the contractor shall provide all services including labor, materials, facilities, and travel (except as otherwise specified in this contract) necessary to detail, fabricate, transport to the site, and install all exhibit elements for the Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas.

Work under this contract shall proceed according to the following order of precedence: Section C, Description/Specifications/Work Statement, including National Park Service Standard Exhibit Fabrication Specifications, Attachment A; Drawings; Section J, List of Documents, Exhibits, and Other Attachments; Section B, Supplies or Services and Price/Costs; Section I, Contract Clauses; and Section K, Representations, Certifications, and Other Statements of Offerors.

Work shall be completed in accordance with the attached drawings entitled “Final Exhibit Plan, Little Rock Central High School, Visitor Center,” consisting of 56 pages, and the following Divisions and additions to the National Park Service Standard Exhibit Fabrication Specifications, Attachment A:

A. **Division 1 - Project Management**

**Schedule, coordinate, oversee, and manage work produced and installed under this contract.**

In addition, the contractor shall also provide the following:

1. Attend a Postaward Conference at Harpers Ferry Center, Harpers Ferry, West Virginia, to meet with the Contracting Officer’s Representative (COR) to review the project.
2. Conduct a First Site Visit at the Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas, to inspect the work-in-progress and to meet with the General Contractor’s Construction Supervisors. Work includes inspecting the placement of all high and low voltage conduit installed in the concrete floor, measuring the exact placement of the terminus of all conduit to verify that it is correctly positioned on the exhibit area floor, identifying all conduit that is incorrectly positioned, and revising the exhibit area floor plan to reflect the as-built conditions.

The contractor shall prepare, and submit to the COR, a written combined trip report after the Postaward Conference and the First Site Visit enumerating all issues discussed and decisions made relative to the project.

3. Conduct a Second Site Visit at Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas, to inspect the installed conduit for high and low voltage electrical runs in the walls and ceiling prior to the installation of drywall. Work includes measuring the exact placement of the terminus of all conduit to verify that it is correctly positioned within the exhibit area, identifying all conduit that is incorrectly positioned, and marking the correct position on-site.
4. Conduct a Third Site Visit at Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas, to conduct final inspection of the completed Visitor Center prior to shipping the exhibits to the site. Work shall include testing to ensure that all exhibit related electrical components are operational, are clearly and properly labeled, and that they function properly as required to meet exhibit needs.

5. Coordinate inspections and other work with the General Contractor.
6. Travel to the Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas, to oversee installation of the exhibits by the installation team.
7. Project Management of all on-site work including:
  - a. Coordination with park staff for delivery, unloading and daily work operations on-site;
  - b. Daily quality control inspections of all work performed by the installation team;
  - c. Coordination with the COR for final walk-through inspection, operational training session and delivery of maintenance manuals and case access tools; and
  - d. Written documentation of punch-list items that are identified in the final walk-through inspection, with copies provided to the COR.

**B. Division 2 - Fabrication Drawings**

**Provide drawings for review and approval detailing proposed fabrication of all structures indicated in the government-furnished exhibit design drawings and other elements as specified in individual task orders. Provide drawings documenting fabrication of the completed exhibits, including illustrations describing operational and maintenance procedures.**

In addition, the contractor shall also provide the following:

1. Prepare shop drawings for all exhibit elements.
  - a. Show the dimensions, materials, hardware, and finishes for all structures.
  - b. Position all of the graphic layouts on the shop drawings, identifying each by its identification number. Show the dimensions for each layout as well as dimensions that show placement.
  - c. Show details for storing and accessing all audiovisual equipment. All audiovisual playback devices shall be installed on sliding shelves that pull out of their storage area for easy access. The contractor shall use shelf-glides and handles or finger-pulls.

- d. Revise the Lighting Plan to reflect the precise position of all exhibit area lighting by including the exact distance from exhibit area perimeter walls to each end of all ceiling track and to other monopoint fixtures.
  - e. Revise the exhibit area floor plan to reflect as-built conditions for the placement of the high and low voltage electrical conduit in the concrete floor.
  - f. Revise shop drawings to make changes noted by the COR.
2. The following changes to the government-furnished drawings shall be incorporated.
- a. Add desiccant chambers to all artifact display cases and seal all cases with gaskets.
  - b. The paint specifications for P1 through P9 that are specified on Page 1.7, Finish Schedule, shall be changed to Plastic Laminates in matching colors. The contractor shall propose Plastic Laminates to replace each paint color, and submit samples of each laminate for COR review and approval prior to use.
  - c. The specification for ½” gypsum board as a wall construction material shall be deleted throughout the exhibit. All exhibit substrates shall be a material that is suitable for finish using plastic laminates.
3. The contractor shall revise the drawings for Exhibits 12 and 13 as follows:
- a. The curved exhibit wall shall be inverted to curve in the opposite direction. The position of the wall shall be modified as required to keep it positioned over the floor duplex receptacle outlets.
  - b. The graphic layout for Exhibit 12 shall be revised to provide a more organized presentation of the story. Content that is currently shown to the left side of the monitor makes-up one-third of the story and shall be organized together with a separate background image; the monitor shall also be repositioned to the left side of the wall.  
  
Content that is currently shown between the monitor and the vertical wood trim makes up another third of the story and shall be organized together with a separate background image.

Content that is currently shown to the right side of the vertical wood trim makes-up the last third of the story and shall be organized together with a separate background image. Work shall involve the use of graphics, text, and objects shown on the existing layout.

The following describes the Purpose and Goals, Solution, and Guidelines for this work:

### **Purpose and Goals**

Incorporate the “Lost Year” section of Exhibit 12 with the rest of the events of the crisis. The main solution involves better use of photographs as large background murals, as well as better organization of the exhibit wall to establish a hierarchy of information.

### **Solution**

Highlight the three main sections to the wall. The first section, roughly  $\frac{1}{2}$  of the available space, covers the first two weeks of the crisis when media attention was at its greatest. Title this section “**Three Weeks in the World’s Eye.**” In this design scheme, the 50” monitor shall move to the left side of the wall and show news footage and media coverage from that first two weeks. Because part of what is shown includes the more iconographic imagery, this eliminates the need to have the large photos in this section and will free up additional space on the wall. It may also be possible to have this program on a motion sensor that can display a rotating series of these photographs as “screen savers” when the program is not running.

The second section—less than  $\frac{1}{4}$  of the wall space—shall tell the story of the rest of the school year. Possible titles for this section include, “**Left All Alone,**” and “**Inside the School.**” The background photo shall change to the existing image of the classroom with one of the Little Rock Nine talking to the teacher. This removes this as a separate photo and frees up additional wall space.

The remaining section, the “**Lost Year,**” shall incorporate the empty hallway photo as the background mural, taking this photo off of the text panel. This section may increase in size to accommodate the two text panels and the artifacts that are available.

All of these sections exist as part of the “**Crisis at Central High**” title. Breaking them into sections will allow visitors to easily understand the chronology of events.

### **Guidelines**

**Text Panels:** The exhibit wall, as now designed, incorporates three primary text panels. There are two additional panels—“Sept. 24, 1957, the President Gets Involved” and “Tension and Harassment Continue” that are the same size and have as much text as the primary text panels, and yet have a different look to them. The “Tension and Harassment Continue” could (and probably should) become an actual text panel for this section, since we’re now separating it as its own section. The “President Gets Involved” panel can most likely become part of the timeline on the reader rail (see below) or it could possibly be an extended label for the photo of the Nine being led into the school by paratroopers on Sept. 25<sup>th</sup>.

**Quotes:** The quotes shall be enlarged, especially if content moves off of the wall and onto reader rails. They are powerful statements and should stand out better. The student comments on the orange squares shall remain on the wall.

**Timeline:** Many of the elements on the exhibit wall are really a timeline of events. They are consolidated in the first three weeks section with five vertical and four horizontal panels. These shall be reworked into a timeline format and placed onto an extended reader rail. The items that are on the first reader rail, two photos and a telephone, can move to the wall for more effect and to keep the timeline elements together. The second reader rail can maintain the media “flip book” to show headlines/editorials from around the country and world—unless that information is worked into the audiovisual program.

**Inside the School Section:** With one of the large photos removed to the background, the quotes and artifacts can take a larger role here. The “Tension and Harassment Continues” panel can become a text panel. The one timeline element can either become a larger photo/label or can remain a timeline element on the reader rail in this section. The schedule cards and “one down, eight to go” cards could be reformatted to become timeline elements.

Keep the stamp on the wall as an artifact and perhaps move the oxford saddle shoe prop here as well (or records from the 1950s, etc. that demonstrate typical teenage school years, juxtaposed with the “brotherhood by bayonet” stamp.)

**The Lost Year:** This section has several artifacts—the STOP button and bumper sticker, a ballot box (and we also have a photo of the—or an identical—box being used in the recall election), and the poll tax book. These should remain on the wall. The material about the NAACP case and the WEC, however, needs to be separated and can become more like the “timeline elements” in design and remain on the reader rail. Combine the two text panels into one.

C. **Division 3 - Samples/Mock-Ups/Prototypes**

**Provide samples for all materials, colors, and finishes specified for the exhibits. Fabricate mock-ups and prototypes as specified in individual task orders.**

In addition, the contractor shall also provide the following:

1. Finished samples of all types of three-dimensional letters specified for this project.
2. Samples of all material finishes on the substrates to which they apply.
3. Paper Proofs:

Provide one set of full-size, full-color paper proofs of all graphic images, text layouts, and composited digital layouts. Proofs of graphic images and composited layouts shall include final, high-resolution scanned images.

Proofs that require changes based on COR review shall be corrected and resubmitted as revised proofs.

4. Production Proofs:

Provide one set of full-size, full-color samples of graphic images, text layouts, and composited layouts. The samples shall be produced using the final output media specified, at final colors and resolution.

Samples shall be chosen to represent all combinations of colors, typography, and type of images in order to test for color contrast and readability.

5. All final, full-size finished, unmounted digital layouts, text panels, and photographs.
6. Color samples of all paints, screen inks, and vinyl letters shall be submitted on the material substrates upon which they will be applied in the exhibit. Where screen inks or vinyl letters are applied to another finish, such as paint or laminate, the ink or vinyl samples shall be submitted on a sample of the finished substrate.
7. Produce and submit D-05-500 as a sample.

D. **Division 4 - Exhibit Structures**

**Provide fabrication of all exhibit elements including cabinetry, panels, platforms, artifact cases, cabinets or kiosks containing computer equipment, vitrines, or other elements that constitute the basic structural elements of the exhibits.**

In addition, the contractor shall also provide the following:

1. The letters for D-03-100 and D-03-200 shall be changed from aluminum to exterior grade stainless steel.
2. D-04-200, National Park Service arrowhead, will be government-furnished and shall be installed by the contractor.

On Page 1.7 of the government-furnished drawings, in the Finish Schedule, FL-1 and FL-2 will be supplied and installed "By Others."

Painting of the exhibit perimeter walls as specified on Page 1.7 of the government-furnished drawings will be "By Others." Installation of wall base on the exhibit perimeter walls as specified on Page 1.7 of the government-furnished drawings will also be "By Others."

E. **Division 5 - Electrical/Electronic**

**Purchase, fabricate, assemble, install into buildings and exhibit structures, and thoroughly test all electrical, electronic, and mechanical devices; this includes lighting. Install audiovisual equipment into exhibit structures, including electrical components to provide and ensure fully operational audiovisual systems for each exhibit unit.**

In addition, the contractor shall also provide the following:

1. Final lighting of all exhibits shall be by the contractor, as specified in Division 8, "Setup and Installation."
2. The Starfire Lighting by Xenflex, specified on Page 1.5 of the government-furnished drawings, shall be purchased and installed by the contractor. All fluorescent lighting that is built into the exhibits structures shall be purchased and installed by the contractor.

All other lighting equipment specified on Page 1.5 of the government-furnished drawings will be purchased and installed "By Others."

3. All audio-video equipment specified on Attachment E, Database Files / Equipment Schedule, and all cables and connectors required for proper operation and interface of the equipment. The contractor shall install all of the audio-video equipment as specified on the government-furnished drawings.
4. All high and low voltage electrical cables required to power lighting and equipment for all of the exhibits.
5. Replace the Alcorn McBride DVM4 and HD DVM with audiovisual STUMPFL dual digital video player and the audiovisual STUMPFL DVD4.

F. **Division 6 - Graphics**

**Provide fabrication of all exhibit graphics. Except as otherwise specified in individual task orders, graphic layouts will be government-furnished to the contractor in a digital format.**

In addition, the contractor shall also provide the following:

1. The specification for SSL, silk screen letters on acrylic, shall be changed to inkjet prints onto the rear of 1/8" clear, nonglare acrylic; or, to inkjet prints mounted to Duraclear or similar material and mounted to the rear of 1/8" clear, nonglare acrylic. For either specification, the 1/8" acrylic shall be mounted to 1/4" MDF with black edges.
2. High-resolution scanning of all graphics that are specified as Lambda, inkjet, or other digital output production methods, and graphics that are to be imported into the final digital layouts.

3. High resolution scans for all digital layouts that are government-furnished as production-ready files with FPO images.
4. D-06-300 will not be government-furnished as a production-ready digital file. The contractor shall scan and composite G-06-340 and G-06-341 to create the production-ready file.
5. The production specification for D-08-402 shall be changed to match the production specification for D-08-401.
6. Production specifications for the Durst Lambda prints that are mounted to aluminum and overlaminated shall be replaced with iZone DHPL.

Sources for all digital layouts will be government-furnished, except as otherwise specified. All Production-ready layouts will be furnished no later than January 31, 2007.

Sources for all graphics will be government-furnished, except as otherwise specified. Graphic sources will be furnished no later than January 31, 2007.

G. **Division 7 - Conservation Guidelines**

**Provide design and fabrication of artifact mounts, installation of artifacts into exhibit cases, and silica gel humidity ballast for conditioning of exhibits cases.**

In addition, the contractor shall also provide the following:

1. A-08-460 and A-08-461 shall be provided by the contractor. All other artifacts and props specified on the Artifacts Schedule will be government-furnished.
2. Purchase and install all silica gel and containers for use as desiccant in artifact display cases. The contractor shall provide one-half pound of silica gel per cubic foot of exhibit case interior.
3. Fabrication of artifact mounts, and the mounting of all artifacts and props shall be by the contractor. Work shall include the design of mounts for artifacts, and fastening systems for props.

H. **Division 8 - Setup and Installation**

**Provide setup and installation of all exhibit elements so that they are complete, fully operational, and ready for use.**

In addition, the contractor shall also provide the following:

1. All professional services for proper lighting of the installed exhibits. Work shall include final placement of fixtures, installation of lamps, filters, and accessories, setting light levels so that ambient and direct lighting are appropriate for displayed artifacts as well as for readability of text and graphics. Work shall also include preparation of an as-built lighting plan that shows the placement of all fixtures, the accessories for each fixture, and the lamp specifications for each fixture.
2. Instruction to the COR and park staff in the operation of all of the audio-video equipment; in the access to each type of exhibit display case; in the replacement of each type of exhibit area lighting fixture; and in the care, cleaning, and maintenance of all of the exhibits. Instruction shall include hands-on demonstration. The contractor shall use the written instructions in the Maintenance Manual for each of these lessons.

I. **Division 9 - Project Closeout**

**Prepare and organize all exhibit production material for submittal to the COR and closeout of the project.**

In addition, the contractor shall also provide the following:

1. All government-furnished graphic layouts on CD-ROM shall be returned to the COTR on a single CD-ROM or DVD, with all changes and corrections incorporated.
2. All high-resolution scans shall be submitted together on a single CD-ROM or DVD, separate from the one that contains the graphic layouts. Each high-resolution graphic file shall be labeled with the graphic identification number (i.e., G-01-102.)
3. As-built drawings that show the final wiring diagrams for all audiovisual systems. Include photographs that show the actual connections for all hardware.

**SECTION D**  
**PACKAGING AND MARKING**

1. **PACKAGING**

Preservation, packaging, and packing for all shipments or mailings of all required submittals shall be in accordance with good commercial practices. This shall include adequate packaging and marking to prevent deterioration and damage during shipment, handling, and storage and be adequate to ensure acceptance by common carrier and safe transportation at the most economical rates.

2. **DELIVERABLES**

All deliverables shall be shipped F.O.B. Destination, within Consignee's premises, with all shipping and transportation costs prepaid. Deliverables shall be shipped by either registered or certified mail to ensure that shipments can be traced, if lost.

The F.O.B. Point for deliverables shall be one of the following:

A. Contracting Officer's Representative (COR) Deliverables:

Contracting Officer's Representative  
National Park Service  
Harpers Ferry Center  
IDC Building, 67 Mather Place  
Harpers Ferry, West Virginia 25425

B. Exhibit Delivery and Installation:

Visitor Center  
Little Rock Central High School National Historic Site  
2120 Daisy L. Gatson Bates Drive  
Little Rock, Arkansas 72202

C. Contractor's Facility

**SECTION E**  
**INSPECTION AND ACCEPTANCE**

**REFER TO BASIC CONTRACT**

**SECTION F  
DELIVERIES OR PERFORMANCE**

1. **TIME FOR COMPLETION**

All work, **including Review and Approval listed in Item 2 below**, shall be completed on or before **November 27, 2007**, in accordance with the following schedule:

<b><u>DESCRIPTION</u></b>	<b><u>NOT LATER THAN</u></b>
A. Postaward Conference at Harpers Ferry Center, Harpers Ferry, West Virginia.	October 11, 2006
B. First Site Visit at Little Rock Central High School National Historic Site, Little Rock, Arkansas.	October 18, 2006
C. Submission of Postaward Conference and First Site Visit written trip report.	***
D. Submission of preliminary shop drawings and catalog cuts for structural, electrical, mechanical, and lighting hardware.	***
E. Submission of revised shop drawings and catalog cuts for structural, electrical, mechanical, and lighting hardware.	***
F. Second Site Visit at Little Rock Central High School National Historic Site, Little Rock, Arkansas, to inspect the position of electrical conduit in exhibit area walls.	February 15, 2007
G. Submission of all preliminary samples/mock-ups/prototypes except for full-size finished, unmounted digital layouts, text panels, and photographs.	***
H. Submission of all revised samples/mock-ups/prototypes except for full-size finished, unmounted digital layouts, text panels, and photographs.	***

\*\*\* Dates to be submitted as part of your proposal.

<b><u>DESCRIPTION</u></b>	<b><u>NOT LATER THAN</u></b>
I. Inspection of the full-size finished, unmounted digital layouts, text panels, and photographs at the Contractor's facility.	***
J. Inspection of the completed exhibits, mounted and overlaminated photographs, digital layouts, and text panels, and receipt of the Preliminary Maintenance Manual at the Contractor's facility.	***
K. Third Site Visit at Little Rock Central High School National Historic Site, Little Rock, Arkansas for final inspection of the completed facility.	***
L. Completion of on-site installation of all exhibits and receipt of the Final Maintenance Manuals.	August 18, 2007
M. Completion of punch list deficiencies, delivery of the closeout package, return of Government-Furnished reference materials, And final acceptance of the project .	October 30, 2007

\*\*\* Dates to be submitted as part of your proposal.

2. **REVIEW AND APPROVAL**

The COR will notify the Contractor, in writing, of approval or rejection of the work in accordance with the following schedule:

<b><u>DESCRIPTION</u></b>	<b><u>APPROVAL TIME (CALENDAR DAYS)</u></b>
A. Submission of Postaward Conference and First Site Visit written trip report.	3 Days
B. Submission of preliminary shop drawings and catalog cuts for structural, electrical, mechanical, and lighting hardware.	21 Days

<u>DESCRIPTION</u>	<u>APPROVAL TIME (CALENDAR DAYS)</u>
C. Submission of revised shop drawings and catalog cuts for structural, electrical, mechanical, and lighting hardware.	14 Days
D. Submission of all preliminary samples/mock-ups/prototypes except for full-size finished, unmounted digital layouts, text panels, and photographs.	21 Days
E. Submission of all revised samples/mock-ups/prototypes except for full-size finished, unmounted digital layouts, text panels, and photographs.	14 Days
F. Inspection of the full-size finished, unmounted digital layouts, text panels, and photographs at the Contractor's facility.	3 Days
G. Inspection of the completed exhibits, mounted and overlaminated photographs, digital layouts, and text panels, and receipt of the Preliminary Maintenance Manual at the Contractor's facility.	3 Days
H. Completion of on-site installation of all exhibits and receipt of the Final Maintenance Manuals.	2 Days
I. Completion of punch list deficiencies, delivery of the closeout package, return of Government-Furnished reference materials, and final acceptance of the project.	28 Days

Any additions or corrections shall be completed and returned to the Government within 14 business days. In the event the Government delays beyond the period specified, the Contractor shall be entitled to a day-to-day extension in the final completion date.

3. **DESTINATION POINT**

The completed exhibits shall be delivered and installed at:

Visitor Center  
Little Rock Central High School National Historic Site  
2120 Daisy L. Gatson Bates Drive  
Little Rock, Arkansas 72202

4. **POINT OF CONTACT FOR DELIVERY**

Five days prior to delivery, the Contractor shall contact the individual listed below and advise of exact dates and arrangements made for delivery:

Contracting Officer's Representative  
National Park Service  
Harpers Ferry Center  
IDC Building, 67 Mather Place  
Harpers Ferry, West Virginia 25425

5. **REFER TO BASIC CONTRACT FOR OTHER CLAUSES WHICH APPLY TO THIS CONTRACT.**

**SECTION G**  
**CONTRACT ADMINISTRATION DATA**

1. **CONTRACTING OFFICER'S REPRESENTATIVE**

The person named below is designated as the Contracting Officer's Representative (COR):

To be Announced at Time of Award

The COR is responsible for: (1) monitoring the Contractor's technical progress including the surveillance and assessment of performance and recommending to the Contracting Officer changes in requirements; (2) interpreting the Scope of Work; (3) performing technical evaluation as required; (4) performing technical inspections and acceptances required by this contract; and (5) assisting the Contracting Officer in the resolution of technical problems encountered during performance.

**THE CONTRACTING OFFICER IS RESPONSIBLE FOR AND HAS THE SOLE AUTHORITY FOR DIRECTING AND/OR NEGOTIATING ANY CHANGES IN THE TERMS, CONDITIONS, OR AMOUNTS CITED IN THE CONTRACT. INCREASES IN THE SCOPE OF WORK SHALL BE APPROVED BY THE CONTRACTING OFFICER.**

For guidance from the COR to the Contractor to be valid, it must: (1) be consistent with the description of the work set forth in this contract; (2) not constitute new assignment of work or change the expressed terms, conditions, or specifications incorporated into this contract; (3) not constitute a basis for an extension to the period of performance or contract delivery schedule; and (4) not constitute a basis for any increase in the total contract value.

2. **TRAVEL**

The Contractor is responsible for whatever travel is necessary in the performance of this Contract. The Contractor will be reimbursed for such travel in accordance with the current official Standard Government Travel Regulations. Only coach class for common carriers will be reimbursed. Any additional travel not authorized in the Contract must be approved, in writing, by the Contracting Officer before it is actually accomplished.

At a minimum, travel shall include:

- A. Postaward Conference at Harpers Ferry Center, Harpers Ferry, West Virginia;
- B. First Site Visit at the Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas;

- C. Second Site Visit at the Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas;
- D. Third Site Visit at the Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas; and
- E. On-site installation of exhibits at the Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas.

General Services Administration per diem rates can be accessed via the Internet at:  
[http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA\\_BASIC](http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC)

3. **PAYMENT SCHEDULE:**

Upon completion of all work specified, and receipt of a proper invoice, the Contractor will be paid a firm-fixed-price of \$\_\_\_\_\_, in accordance with the following schedule:

- |    |                                                                                                                                                                                                                    |               |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| A. | Upon submission and inspection of the Postaward Conference and First Site Visit written trip report.                                                                                                               | \$ <u>5%</u>  |
| B. | Upon submission and inspection of preliminary and revised shop drawings and catalog cuts for structural, electrical, mechanical, and lighting hardware.                                                            | \$ <u>5%</u>  |
| C. | Upon submission and inspection of all preliminary and revised samples/mock-ups/prototypes except full-size finished, unmounted digital layouts, text panels, and photographs.                                      | \$ <u>10%</u> |
| D. | Upon submission and inspection of the full-size finished, unmounted digital layouts, text panels, and photographs at the Contractor's facility.                                                                    | \$ <u>15%</u> |
| E. | Upon completion and inspection of the completed exhibits, mounted and overlaminated photographs, digital layouts, and text panels, and receipt of the Preliminary Maintenance Manual at the Contractor's Facility. | \$ <u>20%</u> |
| F. | Upon completion of the final inspection of the completed facility, and completion and inspection of on-site installation of all exhibits and receipt of the Final Maintenance Manuals.                             | \$ <u>35%</u> |
| G. | Upon completion of punch list deficiencies, delivery of the closeout package, return of Government-Furnished reference materials, and final acceptance of the project.                                             | \$ <u>10%</u> |

4. **GOVERNMENT-FURNISHED PROPERTY**

The Contractor shall be responsible for the security and protection of Government-Furnished property provided to the Contractor in connection with this contract. Following acceptance of all work by the Government, the Contractor shall return, to the COR, all Government-Furnished Property not incorporated into the exhibit.

A. The following Government-Furnished property was included as part of the solicitation package:

- (1) Database files in FileMakerPro 7.0 on CD-ROM. Database includes the Exhibit Labels, 83 pages; Label Schedule, 51 pages; Graphic Layout Schedule, 29 pages; Graphics Schedule, 35 pages; Artifacts Schedule, 10 pages; and, Equipment Schedule, 16 pages.
- (2) Drawings entitled "Final Exhibit Plan," as Vectorworks 11 files, and as Adobe Acrobat PDF files, on CD-ROM, 56 pages.

B. The following Government-Furnished property will be furnished no later than January 31, 2007:

- (1) Sources for all photographs used in the exhibits.
- (2) Final Graphic Layouts as Adobe InDesign files on CD-ROM, 125 pages.
- (3) All artifacts and props specified on the Artifacts Schedule, except A-08-460 and A-08-461.

C. Completed Audio-video programs will be Government-Furnished no later than May 18, 2007.

5. **KEY PERSONNEL**

The individual(s) named below are considered "Key Personnel" for the performance of all requirements under this contract. The lists of key personnel may not be amended during the course of the Contract without the written approval of the Contracting Officer. Prior to diverting any of the specified individual(s) to other programs, the Contractor shall notify the Contracting Officer and shall submit justification, including proposed substitution, in sufficient detail to permit evaluation of the effect on the program.

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Project Manager

6. **CONTRACTOR'S PROJECT MANAGER**

The Contractor shall designate a Project Manager who will be the Contractor's authorized representative for technical and administrative performance of all work under this contract. The Project Manager shall provide the single point of contact between the Contractor and the Government's COR under this contract. All administrative support of technical personnel required to fulfill the work stated in the contract shall be the responsibility of the Contractor.

The Project Manager shall receive and execute, on behalf of the Contractor, such technical directions as the COR may issue within the terms and conditions of the contract.

7. **CONTRACT ADMINISTRATION**

Unless otherwise stated, all correspondence concerning this contract will be directed to: National Park Service, Harpers Ferry Center, Office of Acquisition Management, P.O. Box 50, 230 Zachary Taylor Street, Harpers Ferry, West Virginia 25425-0050. Telephone inquiries shall be made to Kimberly A. Strite, Contracting Officer, at (304) 535-6485.

8. **REFER TO BASIC CONTRACT FOR OTHER CLAUSES WHICH APPLY TO THIS CONTRAC.**

**SECTION H  
SPECIAL CONTRACT REQUIREMENTS**

1. **TYPE OF CONTRACT**

The Government contemplates award of a firm-fixed-price task order.

2. **POSTAWARD CONFERENCE AND SITE VISITS**

A. Attend a Postaward Conference at Harpers Ferry Center, Harpers Ferry, West Virginia, to meet with the Contracting Officer's Representative (COR) to review the project.

B. Conduct a First Site Visit at the Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas, to inspect the work- in-progress and to meet with the General Contractor's Construction Supervisors. Work includes inspecting the placement of all high and low voltage conduit installed in the concrete floor, measuring the exact placement of the terminus of all conduit to verify that it is correctly positioned on the exhibit area floor, identifying all conduit that is incorrectly positioned, and revising the exhibit area floor plan to reflect the as-built conditions.

The Contractor shall prepare, and submit to the COR, a written combined trip report after the Postaward Conference and the First Site Visit enumerating all issues discussed and decisions made relative to the project.

C. Conduct a Second Site Visit at Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas, to inspect the installed conduit for high and low voltage electrical runs in the walls and ceiling prior to the installation of drywall. Work includes measuring the exact placement of the terminus of all conduit to verify that it is correctly positioned within the exhibit area, identifying all conduit that is incorrectly positioned, and marking the correct position on-site.

D. Conduct a Third Site Visit at Visitor Center, Little Rock Central High School National Historic Site, Little Rock, Arkansas, to conduct final inspection of the completed Visitor Center prior to shipping the exhibits to the site. Work shall include testing to ensure that all exhibit related electrical components are operational, are clearly and properly labeled, and that they function properly as required to meet exhibit needs.

3. **REFER TO THE BASIC CONTRACT FOR OTHER CLAUSES WHICH APPLY TO THIS CONTRACT.**

**SECTION I  
CONTRACT CLAUSES**

1. **BRAND NAME OR EQUAL - DEPARTMENT OF THE INTERIOR**  
(DIAR 1452.210-70) (JUL 1996)
  - A. The definition for "brand name" includes identification of products by make and model.
  - B. The Government has affixed the term "brand name or equal" to one or more requirements in this solicitation. Such description is intended to provide an example of the quality and characteristics the Government deems satisfactory to fulfill this requirement. Unless the Bidder/Offeror clearly indicates in its bid or proposal that it is offering an "equal" product, the bid/offer will be assumed to offer the brand name product referenced in this solicitation.
  - C.
    - (1) Bidders/Offerors may offer "equal" products (including products of the brand name manufacturer other than the one described by brand name) if such products are clearly identified in the bids or proposals. The evaluation of bids or proposals and the determination as to equality of the product offered will be based on information furnished or identified by the bidder/offeror in its bid or proposal. The Contracting Officer is not responsible for locating or securing information which is not identified in the bid or proposal. Each Bidder and Offeror shall furnish as a part of its bid or proposal all descriptive material (such as cuts, illustrations, drawings, or other information) necessary for the Contracting Officer to:
      - (i) Establish exactly what the Bidder/Offeror proposes to furnish.
      - (ii) Determine whether the product offered meets the salient characteristics required by the solicitation.
    - (2) If the Bidder/Offeror proposes to modify a product to make it conform to the requirements of the solicitation, the bid or proposal should contain a clear description of the proposed modification and clearly mark the descriptive material to show the proposed modification.
    - (3) Modifications proposed after bid opening to make a product conform to a brand name product referenced in the solicitation will not be considered.

2. **DESCRIPTIVE LITERATURE**  
(FAR 52.214-21) (APR 2002)

- A. "Descriptive literature," as used in this provision, means information furnished by a bidder, such as cuts, illustrations, drawings, and brochures, that shows a product's characteristics or construction or explains its operation. The term includes only that information required to evaluate the acceptability of the product and excludes other information for operating or maintaining the product.
- B. Descriptive literature is required to establish, for the purpose of evaluation and award, details of the product offered that are specified elsewhere in the solicitation and pertain to significant elements such as- (1) Design; (2) Materials; (3) Components; (4) Performance characteristics; and (5) Methods of manufacture, assembly, construction, or operation.
- C. Descriptive literature, required elsewhere in this solicitation, shall be- (1) Identified to show the item(s) of the offer to which it applies; and (2) Received by the time specified in this solicitation.
- D. If the bidder fails to submit descriptive literature on time, the Government will reject the bid, except that late descriptive literature sent by mail may be considered under the Late Submissions, Modifications, and Withdrawals of Bids provision of this solicitation.
- E. If the descriptive literature fails to show that the product offered conforms to the requirements of the solicitation, the Government will reject the bid.

3. **ORDER OF PRECEDENCE** set forth in the Basic Contract is deleted in its entirety and replaced with the following:

Any inconsistency in the contract will be resolved by giving preference in the following order:

- A. Drawings;
- B. Section C, Description/Specification/Work Statement, including National Park Service Standard Fabrication Specifications, Attachment A;
- C. Section J, List of Documents, Exhibits, and Other Attachments;
- D. Section B, Supplies or Services and Price/Costs;
- E. Section I, Contract Clauses, and;
- F. Section K, Representations and Certifications, and Other Statements of Offerors.

4. **REFER TO THE BASIC CONTRACT FOR OTHER CLAUSES WHICH APPLY TO THIS CONTRACT**

**SECTION J**  
**LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

1. Attachment A - National Park Service Standard Fabrication Specifications, 65 pages.
2. Attachment B - Graphic Schedule, -0- pages.
3. Attachment C - Artifact Schedule, -0- pages.
4. Attachment D - Label Schedule, -0- pages.
5. Attachment E - Lighting Schedule, -0- pages.
6. Attachment F - Audiovisual Equipment Schedule, -0- pages.
7. Attachment G - Database files in FileMakerPro 7.0 on CD-ROM.  
Database includes the Exhibit Labels, 83 pages; Label Schedule, 51 pages; Graphic Layout Schedule, 29 pages; Graphic Schedule, 35 pages; Artifacts Schedule, 10 pages; and Equipment Schedule, 16 pages.
8. Attachment H - Graphic Layouts as Adobe InDesign files and as Adobe Acrobat PDF files, on CD-ROM, 125 pages.
9. Attachment I - Drawings entitled "Final Exhibit Plan, Little Rock Central High School, Visitor Center" as Vectorworks 11 files and as Adobe Acrobat PDF files, on CD-ROM, 56 pages.

**ATTACHMENT A**

**NATIONAL PARK SERVICE  
STANDARD EXHIBIT FABRICATION SPECIFICATIONS  
DATED JUNE 2001**

**SPECIFICATIONS ARE AVAILABLE VIA THE  
INTERNET AT:**

**<http://www.nps.gov/hfc/pdf/ex/ex-fab-specs-2001.pdf>**

**A COPY WAS ALSO FURNISHED WITH YOUR  
INDEFINITE DELIVERY INDEFINITE QUANTITY  
CONTRACT AWARD.**

**65 PAGES**

**ATTACHMENT B**  
**GRAPHIC SCHEDULE**  
**-0- PAGES**

**ATTACHMENT C**  
**ARTIFACT SCHEDULE**  
**-0- PAGES**

**ATTACHMENT D**  
**LABEL SCHEDULE**  
**-0- PAGES**

**ATTACHMENT E**  
**LIGHTING SCHEDULE**  
**-0- PAGES**

**ATTACHMENT F**  
**AUDIOVISUAL EQUIPMENT SCHEDULE**  
**-0- PAGES**

**ATTACHMENT G**

**DATABASE FILES  
IN FILEMAKER PRO 7.0  
ON CD-ROM**

**DATABASE INCLUDES:**

**EXHIBIT LAYOUTS, 83 PAGES  
LABEL SCHEDULE, 51 PAGES  
GRAPHIC LAYOUT SCHEDULE, 29 PAGES  
GRAPHIC SCHEDULE, 35 PAGES  
ARTIFACTS SCHEDULE, 10 PAGES  
AND  
EQUIPMENT SCHEDULE, 16 PAGES**

**\*\*\*ATTACHED UNDER SEPARATE COVER\*\*\***

**ATTACHMENT H**

**GRAPHIC LAYOUTS**

**AS ADOBE INDESIGN  
AND ADOBE ACROBAT PDF ILES  
ON CD-ROM**

**125 PAGES**

**\*\*\*ATTACHED UNDER SEPARATE COVER\*\*\***

**ATTACHMENT I**

**DRAWINGS ENTITLED:  
“FINAL EXHIBIT PLAN  
LITTLE ROCK CENTRAL HIGH SCHOOL  
VISITOR CENTER”**

**AS VECTORWORKS 11 FILES  
AND AS  
ADOBE ACROBAT PD FILES  
ON CD-ROM**

**56 PAGES**

**\*\*\* ATTACHED UNDER SEPARATE COVER\*\*\***