

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE	PAGE OF PAGES	
				J	1	14
2. AMENDMENT/MODIFICATION NO. 0002		3. EFFECTIVE DATE 13-Jun-2003	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)	
6. ISSUED BY CONTRACTING DIVISION USAED, HONOLULU BLDG S230 (CW83) FT. SHAFTER HI 96858-5440		CODE DACW83	7. ADMINISTERED BY (If other than item 6) See Item 6		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)				X	9A. AMENDMENT OF SOLICITATION NO. DACW83-03-T-0015	
				X	9B. DATED (SEE ITEM 11) 29-May-2003	
					10A. MOD. OF CONTRACT/ORDER NO.	
					10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE				
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS						
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.						
12. ACCOUNTING AND APPROPRIATION DATA (If required)						
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.						
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).						
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
D. OTHER (Specify type of modification and authority)						
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.						
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) SERVICE: EXHIBIT DESIGN, FABRICATION, INSTALLATION SPECIFICATIONS FOR THE HONOLULU ENGINEER DISTRICT PACIFIC REGIONAL VISITOR CENTER, FORT DERUSSY, OAHU, HAWAII (SEE CONTINUED PAGES)						
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.						
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
			TEL:		EMAIL:	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED 13-Jun-2003	

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

1. This amendment is hereby issued to provide the following questions/answers:

Question A: Has the software production for video theater, plasma screen, computer stations and sound effects been completed or are they included in the production and installation phase of this contract?

Answer A: The theater and plasma screen productions have been completed and are in full operation for visitors to view.

Question B: Are all the items listed and described in "Appendix B" to be included in our production and installation phase bid? (photos indicated that some of these items exist)

Answer B: We have installed a "temporary" exhibit in the Regional Visitor Center Facility. These items are shown in the photos issued on amendment 0001. The contract requires the contractor to review the existing presentation/exhibit, including the existing (new) theater and two (new) plasma screen productions, to see if any of these items can be used in the new permanent presentation/exhibit required to be developed/fabricated/installed by the contractor under this contract requirement (Solicitation No. DACW83-03-T-0015). As for "Appendix B", yes, all of the mission and goal items are to be met under this contract.

Question C: Are drawings available for models?

Answer C: No drawings are available for any of the models. These are to be developed by the contractor under this contract.

Question D: Is wall surfacing, floor covering, ceiling treatment, etc. provided by owner?

Answer D: We recently renovated the interior of the Regional Visitor Center facility, so the floor and wall surfaces are new. The floor is carpeted, the walls are either gypboard and painted or acoustic wall covering. The ceiling is acoustic paneling.

Question E: Is there any requirement for the design bid other than a lump sum? I.e., do you require a breakdown of tasks and phases?

Answer E: In accordance with Statement S-4 (Cost Breakdown) of the solicitation, a cost breakdown is required.

Question F: Can we e-mail our bid documents and technical and experience response (via PDF)? Or are 6 hard copies mandatory?

Answer F: Email or faxed quotes will not be accepted. In accordance with "Instructions, Notices to Offerors and Basis of Award" section of the solicitation, "The Offeror shall submit an original and six copies of its quote".

Question G: Is there a requirement for interactive lighting?

Answer G: See below Scope of Work, revised 13 June 2003.

Question H: Regarding the Interpretive Objectives (page 7) – will visitors be tested on all of these criteria? If so, will the test occur before or after exhibits are fabricated and installed? i.e., during the design phase or after installation

Answer H: See revised paragraph in the “Preliminary Design Phase” section of the below Scope of Work, revised 13 June 2003.

Question I: Section 5.14, page 10 is the “staff member or consultant” someone on the Corps Staff, the contractor staff, or an independent 3rd party?

Answer I: This would be someone either on the contractor’s staff or the contractor’s consultant.

Question J: Section 7 page 10 – says “government option” phase for fabrication/installation; does this mean that the Government might opt not to complete the project?

Answer J: Yes.

Question K: Section 8.1 page 10 – First deliverable is a “Revised Outline”; revised from what? Also fabrication phase seems short given that it cannot begin until all design and approval stages are completed. How does the Government arrive at the estimated times for each cycle?

Answer K: See below Scope of Work, revised 13 June 2003. The contractor shall submit “an Outline” 30 calendar days after the award date. Consideration was given to the limited available square footage of floor and wall space in which exhibitry and presentation is to be provided for.

Question L: How long does the contractor’s warranty have to be for exhibit materials?

Answer L: See below Scope of Work, revised 13 June 2003.

Question M: Interactive Kiosks are mentioned in the interpretive prospectus (page 20 of RFQ) – it also says that part of the project will include incorporating local info with National Corps story, requiring both coordination and media development and programming. What is the status of the Kiosks; i.e., will the contractor be responsible to acquire, install and program the kiosks? If so, will some or all of the content be provided by the Government? What if any kiosk content is required for this contract?

Answer M: The Government has in its possession, three computer kiosks (includes the kiosk and screen; Government will provide the CPU hardware) and two stand alone computers. The Government has some content that can be installed into some of the kiosks and computers – i.e., The Corps (History) Story; various Corps district offices, research centers, educational websites; a listing of Honolulu District Civil Works projects; etc. We are open to ideas for content from the contractor, under this contract. See below Scope of Work, revised 13 June 2003.

2. This amendment also includes the below Scope of Work, revised 13 June 2003.

Scope of Work
Exhibit Design, Fabrication, Installation Specifications
For the Honolulu Engineer District
Pacific Regional Visitor Center, Fort DeRussy, Oahu, Hawaii
30 April 2003
revised 13 June 2003

1. General

Scope of Work – The Contractor shall provide all labor, materials, equipment, travel, and facilities required to design, fabricate, deliver and install a series of interpretive exhibits and signage for the Pacific Regional Visitor Center (RVC) in accordance with the attached specifications. Exhibits will be required within the following areas: (see attached diagrams in Appendix B).

- **Central Exhibit Area** - A rectangular area (19'x52' = 990 sq. ft. of floor space and 880 sq. ft. of wall space for exhibits) within the RVC.

SPECIFIC TASK:

<u>Performance Objective</u>	<u>Performance Standard and Acceptable Quality Level (AQL)</u>	<u>Method of Surveillance</u>
Design RVC Exhibit	Complete the Concept Design Package, submit the Preliminary Design Package & complete the Final Design Package in accordance with this scope of work.	The Concept Design Package, Preliminary Design Package and Final Design Package will be reviewed by the Contracting Officer or Contracting Officer Representative for approval.
Fabricate RVC Exhibit	Complete all exhibit fabrication phase deliverables in accordance with this scope of work	Review and approval of fabricated exhibits by the Contracting Officer or Contracting Officer Representative.
Install RVC Exhibits	Complete the installation of all Government approved fabricated exhibit deliverables in accordance with this scope of work, which includes the training	Review and approval of installed exhibits by the Contracting Officer or Contracting Officer Representative.

	<p>of RVC staff on the operation and maintenance of the new exhibits installed under this contract.</p>	
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The Government retains the right to modify the methods of surveillance. Documentation includes but is not limited to, customer surveys, customer feedback, government-signed forms, etc. The following information will be used by the Government to evaluate the Contractor’s performance and to determine performance, where applicable under this contract.

ADMINISTRATION:

The Contractor shall forward one copy of the invoice to the COR for review, approval and preparation of Receiving Report prior to contractor receiving payment.

QUALITY ASSURANCE:

The government shall monitor the contractor’s performance under this contract.

2. Background Information

2.1 The Pacific Regional Visitor Center – The RVC was constructed by the Corps and opened to the public in 1983. The RVC functions as an educational and interpretive tool to teach and inform the public about the role of the Corps in those Pacific Basin areas, with emphasis on the Honolulu Engineer District’s Water Resources Development Program. The RVC routinely services 44,000 visitors on an annual basis, with a peak of 60,000 visitors in 1989. The RVC also receives high-ranking military and political officials who visit Battery Randolph for various functions and activities - this presents an excellent opportunity to showcase the RVC.

2.2 Rationale for New Exhibitory –The presentation at the RVC had not been updated since the facility opened in 1983. Most of the existing exhibits and audio-visual video presentations were judged to be either out-of-date, in poor condition, run on old technology hardware, or ineffective in meeting current interpretive objectives.

2.3 RVC Updates - Phase I, (RVC renovation) and Phase II (Audio/Visual presentations) are complete. Phase III, the final phase, is the installation of the exhibitory under this contract.

2.4 Location - Geographical Description – The RVC is located on the gun deck of historic Battery Randolph at Fort DeRussy, Waikiki, Honolulu, Hawaii. Battery Randolph is one of 16 coastal fortifications built by the Corps between 1906 and 1917 for the protection of Honolulu and Pearl Harbors. Battery Randolph is listed on the National Register of Historic Sites. The U.S. Army Museum of Hawaii also resides at Battery Randolph.

3. Work To Be Performed by the Contractor

3.1 Exhibit Development Process. The exhibit development process consists of five separate phases and will be conducted in the order shown below. The fabrication and

installation of the exhibits, may be awarded as a single Government Option (G.O.) line item under this contract.

Content Development Phase:

- Briefing and orientation session with the Honolulu Engineer District's RVC Project Delivery Team (PDT)
- Review existing RVC exhibit and multimedia presentations
- Review Exhibit Master Plan for the Regional Visitor Center, Fort DeRussy, Hawaii, prepared by Mitsunaga & Associates, Inc., dated November 2000
- Review The Visitor Experience of the revised Regional Visitor Center, Fort DeRussy, Hawaii, prepared by Tom Coffman Multimedia Inc., dated November 15, 2001 (Appendix B)
- Develop main themes as indicated in Interpretive Objectives (see Section 3)
- Prioritize topics
- Conduct preliminary research of subject matter
- Write preliminary story outline and submit to Contracting Officer's Representative for approval
- Review available graphic materials, existing exhibit components available for reuse and any other potential exhibit elements
- Conduct brainstorming sessions with the RVC PDT and Contractor's exhibit development team to organize story and develop exhibit ideas. Make bubble plan.
- Write revised outline and submit to Contracting Officer's Representative for approval
- Assemble pictures of potential artifacts, graphic images and reusable exhibit components into notebook according to outline topics

Preliminary Design Phase:

- Develop floor plan
- Determine which existing exhibits in the Central Exhibits Area can be retained and/or remodeled to work in the new floor plan
- Develop rough drawings of key exhibit ideas
- Assemble drawings in booklet and review with the RVC PDT
- Revise exhibit ideas and develop perspective views
- Revise storyline outline
- Assemble drawings, narrative, and estimate into concept design booklet and submit to Contracting Officer to review, along with a notebook of artifacts, graphics and reusable exhibit components
- Develop preliminary exhibit text

- *Assemble preliminary exhibit into an appropriate presentable format - which we will call "scripts and storyboards" - and survey visitors, in accordance with Paragraph 4.1, [Testing](#), below.
- Develop a lighting plan for the overall final exhibit *

Final Design Phase:

- Receive approval from Contracting Officer's Representative to proceed with final design
- Conduct further content research
- Edit artifacts, graphics and reusable exhibit list
- Collect specimens (if used in exhibits)
- Write final exhibit text
- Produce graphic design drawings
- Produce final design drawings showing colors, sizes, and materials
- Develop final engineering specifications and costs for all exhibits, lights, A/V hardware. Drawings shall demonstrate maintenance access areas.

Fabrication and Installation (G.O.):

- Receive approval from Contracting Officer or Contracting Officer Representative to proceed with fabrication
- Produce approval sketches for any dioramas and murals (if used in the design)
- Produce casework, mechanical interactive devices, computerized interactive devices, dioramas (if used in design)
- Obtain graphic originals (negatives, original artwork, slides, etc.)
- Produce graphics
- Receive approval from Contracting Officer or Contracting Officer Representative to proceed with Installation

- Remodel and/or refinish, as needed, any existing exhibit components to be reused in the new design
- Install exhibits
- Install lighting system, electrical, mechanical, and computer requirements for all interpretive elements

- Install exhibit furniture
- Mount artifacts

- Train RVC staff in proper operation and maintenance of exhibits
- Provide RVC staff with maintenance manuals for exhibits
- Test and ensure proper functioning of all exhibit elements

3.2 Removal and/or Reuse of Existing Exhibitory, [Government Furnished Items](#)*

3.2.1 Reusable Exhibits. The Contractor will recommend the salvage and reuse of any elements of the existing exhibits. Any such reuse will require permission by the Contracting Officer. Any exhibits that are reused must be redesigned and/or updated to match the new color, design, and thematic approach. The Contractor shall clearly identify in their design plans what elements of the current displays should be salvaged

3.2.2 Removal of Existing Exhibits. All current exhibit displays shall be carefully dismantled by the Contractor before installation begins, except for those exhibit elements whose reuse has been requested or agreed to by the Contracting Officer or Contracting Officer Representative. Dismantled displays remain the property of the Government and shall be returned to the RVC staff in good condition.

***3.2.3 Government Furnished Items.** The Government has in its possession, three computer kiosks (which includes the kiosk and touch-screen) and two stand alone computers. The Government has various informational and educational content that can be installed into some of the kiosks and computers - i.e.: The Corps (History) Story; various Corps district offices, research centers, and educational websites; a listing of the Honolulu District's Civil Works projects; etc. The Contractor is encouraged to suggest other content that may be suitable and compatible with the overall exhibit and presentation.

A new theater and two plasma screen video productions were recently completed and installed into the RVC for the Government under a separate multimedia contract. These video productions provide information pertaining to the Corps' and POH's work in navigation, flood control, and shoreline protection under its Civil Works Water Resources Development Program. The multimedia scripts for each of these three videos are attached to this SOW as Appendix C. These videos shall remain as part of the final RVC permanent exhibit and presentation - the Contractor shall take this under consideration when developing his proposal and exhibit design under this Contract No. DACW83-03-T-0015.

Several conceptual physical display models were identified in Tom Coffman Multimedia, Inc.'s, [The Visitor Experience of the revised Regional Visitor Center, Fort DeRussy, Hawaii](#), dated November 15, 2001 (Appendix B). However, the Contractor should note that these models were conceptual and no drawings exist or are available for any of these conceptual models. *

4. Interpretive Objectives. The design and content of the new RVC exhibits must support the official Mission and Goals of the Pacific Regional Visitor Center (see Appendix A). Specific interpretive objectives for the new exhibit areas are as follows:

After experiencing the new exhibits in the context of their tour of the RVC, visitors should be able to:

- Demonstrate some understanding of the Corps' relevance to the nation.
- Demonstrate some understanding of the Corps origin and history on a national and local level.
- Demonstrate how the West Point Academy is related to the Corps of Engineers.
- Demonstrate how the Corps Engineering Research and Development Center assists the soldier in the field of battle.
- Demonstrate some understanding of the Honolulu District's origin in construction navigational aids, dredging of Honolulu and Pearl Harbors, and coastal fortification to protect the island of Oahu.
- Demonstrate some understanding of the Corps Civil Works Water Resources Development Program on a national and local level.
- Identify at least two ways local Corps commercial navigation projects benefits the community.
- Identify at least two ways local Corps light draft navigation projects benefits the community.
- Identify at least two ways local Corps flood control projects benefit the community.
- Identify at least two ways local Corps shoreline protection projects benefit the community.
- Demonstrate some understanding of the Corps Regulatory mission.
- Identify at three ways the Corps Regulatory mission benefits the community.
- Demonstrate some understanding of the Corps role in the preservation of wetlands.
- Identify three ways wetlands benefit the environment.
- Demonstrate some understanding of the Corps role in Environmental Stewardship.
- Identify at least three ways the Corps role in Environmental Stewardship benefits the community.
- Demonstrate some understanding of the Corps role in Ecosystem Restoration.
- Identify at least three ways the Corps role in Ecosystem Restoration benefits the environment.
- Demonstrate some understanding of the Corps Military Construction Program mission.
- Identify at least 5 ways the local Corps Military Construction Program projects benefits the soldier.
- Demonstrate some understanding of the Corps Natural Disaster Response and Recovery mission.
- Identify at least three ways the Corps Natural Disaster Response and Recovery mission benefits the communities it assists.
- Demonstrate some understanding of the Corps Interagency and International Services mission.
- Identify at least three ways the Corps Interagency and International Services mission benefits the communities it assists.

* **4.1 Testing**– The exhibits scripts and storyboards shall be tested, during the Preliminary Design Phase, once they are approved by the Corps using a questionnaire and a mix of typical visitors. This test shall be developed by the contractor and may consist of interview

questions to determine if the objectives of the exhibit have been achieved. If the exhibit's scripts and storyboards are found to be ineffective, then the contractor shall be responsible for modifying the scripts and storyboards to achieve the original objectives.

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5. Interpretive Design Requirements

5.1 Self-explanatory operation– Interpretive exhibits shall not be dependent on the use of personnel for their effectiveness. Rather, they should use a self-explanatory, visitor-actuated means of presentation.

5.2 Ease of Maintenance– Exhibits shall feature ease of maintenance with necessary repairs accomplished by field personnel or expertise that is locally available. The design shall avoid use of one-of-a-kind audio-visual components and shall instead specify off-the-shelf equipment. All exhibits shall have easy access for the maintenance of light bulbs, wiring, and exhibit updating.

5.3 Flexibility– Provisions shall be made for flexibility in interpretive treatment. Changing use patterns in the decades ahead may necessitate updating the interpretive program.

5.4 Design Longevity– Interpretive media shall utilize basic good design criteria, avoiding faddish design, typography, illustration styles, or graphics that may appear outdated within a short time. Visual appearances should be handled in such a way as to provide for a life span of a minimum of ten years following installation.

5.5 Design– The design theme for all exhibits, signing, and literature formats shall be uniform and consistent. All such materials and media shall relate to one another visually and graphically. All such materials and media shall be compatible with the existing presentations and exhibits that are determined to remain. Exhibits shall harmonize with the architecture of the building as well.

5.6 Visual Interest– Exhibits shall, wherever possible, be designed in such a way as to avoid the “flat panel” effect, utilizing dimension, color, lighting, and other means to convey and communicate their message.

5.7 Real Objects– Wherever possible, actual “objects” shall be used to lend authenticity to the visitor experience and heighten communication of concepts. Use of historical artifacts, natural objects, and actual items of equipment can often provide a simple yet inexpensive and relatively maintenance-free way to provide visitor interest and provide visual impact to the exhibits. Combined with judicious use of mechanical interactives and audio-visual devices, such objects can be powerful and effective communication media.

5.8 Visitor Participation– Emphasize creative and innovative hands-on (participatory) exhibit design wherever possible. Interpretive media shall, within the limitations imposed by budgets, maintenance considerations, or visitor numbers, invite participation and involvement, making the visitor a participant in the interpretive experience rather than merely an observer.

5.9 Touchable Objects– Except in the case of valuable, delicate or irreplaceable items, artifacts and objects shall be displayed without the use of glass or other unnecessary

barriers between viewer and object. Where possible, visitors shall be allowed and encouraged to touch and feel objects.

5.10 Principles of Interpretation– Exhibits shall be designed with Tilden’s Principles of Interpretation in mind. Information presented in exhibits and media shall be concise, simple, and straightforward. Simplicity of concept and in means of communication shall guide all design and layout decisions. No attempt shall be made to overwhelm visitors with a “book on a wall” approach. Casual visitors shall be able to understand the concepts being communicated without having to read text or look at every element. At the same time, the subject matter shall be covered in sufficient depth to satisfy the visitor who has more than a casual interest.

5.11 Themes and Storylines– The Contractor shall develop themes and storyline elements that support the Interpretive Objectives listed in Section 3. It is left up to the Contractor to design how the themes will be presented based on their talents and expertise and the guidelines presented in this contract.

5.12 Universal Design Required – The Contractor’s exhibit design shall comply with the Principles of Universal Design. Access for viewing and interactive use shall be ensured for a variety of visitors with disabilities including, but not limited to, the visually and hearing impaired and those utilizing a wheelchair. All exhibitry (including hands-on exhibits) shall be physically accessible to persons with disabilities. **Reference: Smithsonian Guidelines for Accessible Exhibition Design.**

5.13 Visitor Safety– Exhibits and all associated exhibit elements must strive to eliminate potential injury hazards, such as narrow access ways, sharp exposed corners, etc.

5.14 Interpretive Expertise– In addition to general design and fabrication staff, Contractor shall utilize the expertise of an interpretive writer for development of title/text elements of proposed exhibits. In developing the proposed exhibits, *Contractor must utilize the review and comments of a his staff member, or his consultant, who has an interpretive background.
*

6. Contractor’s Warranties

***Exhibit Warranties**– ~~All~~In general, all exhibits and exhibit elements must be fully warranted ~~after installation under the Contractor’s~~ under the standard warranty period (but for not less than a one-year warranty period) whereby the Contractor agrees to immediately correct any defective item or malfunction (except normal maintenance items such as light bulbs) without cost to the Government. Standard industry warranties shall apply to all electronic components. The warranty period shall begin once the Government approves the Contractor’s installation of the exhibit(s).
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7. The work under this contract shall be accomplished in the following phases:

Basic Contract:

Content Development Phase

Preliminary Design Phase

Final Design Phase

Government Option:

Fabrication and Installation of Exhibits

8. DELIVERIES OR PERFORMANCE

The Contractor shall complete all work required under this contract in compliance with the schedule provided below.

8.1. PERFORMANCE SCHEDULE

Project Schedule. The Contractor shall complete all work required under this contract in compliance with the schedule provided below. All work shall be completed within seven (7) months after award date.

- ***Content Development-** The Contractor shall submit an ~~revised~~ Outline 30 calendar days after award date. *
- **Concept Design** – The Contractor shall submit a Concept Design Package, including an artifacts, graphics and reusable exhibit components notebook, within 30 calendar days upon Contracting Officer or Contracting Officer Representative approval of Content Development.
- **Preliminary Design** – The Contractor shall submit a Preliminary Design Package including schematics within 30 calendar days upon Contractor's receipt of resource materials.
- **Final Design** – The Contractor shall provide a Final Design Package to include complete final exhibit text, AV treatments, graphic design drawings, finished shop drawings and engineering specifications within 30 calendar days from government approval of the preliminary design package
- **Fabrication and Installation (G.O.)** – Upon approval of the Final Design Package by the government, the Contractor shall complete within 60 calendar days: all fabrication phase deliverables, including final graphics, final AV elements and all exhibit fabrication; installation of the exhibits and related requirements at the RVC, training of Visitor Center staff and any other work remaining under the contract.

8.2. PLACE OF DELIVERY

All equipment shall be shipped F.O.B. Destination and shall be consigned to the following:

U.S. Army Corps of Engineers, Honolulu District

Attn: Mr. Jim Finney
Pacific Regional Visitor Center
Battery Randolph, Bldg 32
Fort DeRussy, Honolulu, Hawaii 96815
Phone: (808)438-2815

9. PAYMENT

9.1 PROGRESS PAYMENTS

The need for progress payments conforming to regulations will not be considered as a handicap or adverse factor in the award of contracts. Progress payments shall be made in accordance with the following schedule:

Basic Schedule:

1. Approval of Content Development – 10%
2. Approval of Concept Design – 10%
3. Approval of Preliminary Design package -- 40%
4. Approval of Final Design package --40%

Government Option:

1. Completion of all Fabrication -- 60%
2. Completion of Installation, training and all other remaining work -- 40%

--- END SCOPE OF WORK ---

3. The quotation due date and time of June 19, 2003, 2:00 P.M. Hawaiian Standard Time, remains unchanged.