



Request for Information

OAM18004S

Exhibition Spaces and Cases in Cannon

Basement Rotunda

1. PURPOSE:

This Request for Information is not a solicitation, request for proposal, request for quote or invitation for bid; it is a market research tool. No proposals are being requested or accepted with this synopsis. Any responses submitted are strictly voluntary. The U.S. House of Representative (House) will not pay for any information that is submitted by respondents to this request and any information submitted will belong to House.

2. INTRODUCTION:

The House, Office of the Clerk is seeking information on the purchase, construction and installation of a permanent exhibition space to be established in a high-traffic space with no natural light. Exhibition cases are permanent fixtures, and exhibitions are expected to be semi-permanent, lasting at least three-five years between changes. The space accommodates four cases with platforms that are immobile, permanent and appropriate for the preservation and display of the House Collection.

3. EXHIBIT SPECIFICATIONS:

Exhibit cases: Museum quality cases built to House's specifications to address the unique requirements of the space, and the flexibility necessary for changing exhibitions, including, for example, shelving and decks of various heights and sizes.

Size: Four cases approximately 11 feet in height. Two cases will be approximately 5 feet deep and 14-21 feet wide, in a curved or angled space. Two cases will be approximately 3 feet deep and 8-11 feet wide.

Glass: UV protecting/non-reflective glass is installed on three sides of each case.

Access: Access mechanisms, hardware, and alarms provide safe and convenient access for a minimum of personnel.

Finish: Finish is appropriate to the U.S. Capitol in general and the Cannon House Office Building in particular. Durability and barriers are appropriate to a high-traffic area.

Power and data: Electricity and data sources are integrated for LED or fiber optic lighting, audiovisual elements, and security monitoring.

Environment: Environment and environmental controls are appropriate for a large number and wide variety of objects and exhibit furniture. Probable considerations are sealed

space, positive pressure, dust abatement, compartments for dessicants, light and heat monitoring.

4. RESTRICTION ON DISCLOSURE AND USE OF DATA

- 4.1** Responses that include data, including proprietary data, that the vendor does not want disclosed to the public for any purpose, or used by the CAO except for evaluation purposes for this RFI, should include a title page marked with the following legend:

“This response to RFI OAM18004S includes data that shall not be disclosed outside the House and shall not be duplicated, used, or disclosed--in whole or in part--for any purpose other than to evaluate this response. This restriction does not limit the House's right to use information contained in this response if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets numbered [insert number(s)].”

- 4.2** Respondents should then mark each sheet of data to be restricted with the following legend:

“Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this response.”

- 4.3** The House is not subject to the Freedom of Information Act or Federal Acquisition Regulations (FAR).

5. PRE-SUBMISSION CONFERENCE

A conference will be held on Monday October 30, 2017 at 1:00 P.M EST in room 5480 in the O’Neill House Office Building.

Each vendor should email the list of attendees to Toinetta.bridgeforth@mail.house.gov by 12:00 P.M. E.S.T, October 27, 2017.

6. INSTRUCTIONS:

The House is requesting vendors provide the following information based on the above specifications:

- a. Company Name, Address, Phone, Fax, Point of Contact, and Email Address
- b. Company background information and capabilities
- c. Proposed specifications for the cases to include the size, products and materials to be used
- d. Estimated construction timeline
- e. Estimated installation timeline
- f. Estimated costs
- g. Maintenance requirements

7. SUBMISSION OF RESPONSES:

- 7.1** Vendor questions regarding this RFI must be emailed to toinetta.bridgeforth@mail.house.gov not later than 12:00 PM Eastern Time, October 31, 2017. Responses to vendor questions will be released as an amendment to this RFI.
- 7.2** Vendors should submit all responses in searchable PDF format or MS Word format Responses should not exceed 50 pages.
- 7.3** Response shall be submitted via e-mail to Toinetta.bridgeforth@mail.house.gov no later than 2:00 PM Eastern Time, November 6, 2017.

8. DISCLAIMER

This RFI is issued solely for information and planning purposes and does not constitute a solicitation. Information contained herein is subject to change. Responses to this notice are not offers and cannot be accepted by the House to form a binding contract. Respondents are solely responsible for all expenses associated with responding to this RFI. Responses to this RFI will not be returned. Respondents will not be notified of the result of the review. Failure to submit a response to this RFI in no way precludes a vendor from participating in any competitive solicitation the CAO may issue in the future.

Your interest in the doing business with the House is appreciated.