### MSU RFP Questions:

#### Scope of work: RFP Objective; page 8, sec 3

- The vendor is charged with the overall design of the exhibition and exhibit-related areas including any audio-visual or interactive components.

1. **Can you clarify what the expectation is for AV and interactive components?**
   - We provide all AV equipment and interactive components not provided by exhibitors. The design and fabrication team installs it in the space.

2. **What kinds of interactive elements are anticipated?**
   - The interactive elements vary according to what proposals are accepted. It can encompass VR, AR, touch screen surveys or games, computer controllers, etc.

3. **Is the vendor tasked with creating/editing video content and providing the design and programming for any/all interactive elements?**
   - The vendor is not required to create or edit video content. We have our own video staff. the vendor is not required to design or program the interactive elements, but of course, can make suggestions for optimal design and presentation

4. **Will all AV & computer equipment be provided by MSU for these components?**
   - Yes

#### Scope of work: Core requirements to be addressed; page 8 sec. 4

- Designer will create digital design assets for all components of the exhibit, incorporating content produced by MSU Science Gallery.

5. **Please clarify “digital design assets” as per the above statement. Are these interactive and video elements or graphic design artwork files (for producing physical, printed/applied graphics)?**
   - Wall graphics on the front wall and throughout the exhibit, title and text (either printed or on tablets), and any other graphics decided on to facilitate the experience of the visitor

#### Scope of work: Core requirements to be addressed; page 9 sec. 4

- The design of the exhibit will comply with all national, state, and local regulations pertaining to accessibility, health, and safety.

6. **Will MSU provide guidance for these regulations? With health/COVID-related guidelines changing often these days, it may be tough to anticipate what will be in place in September of this year.**
   - Yes, MSU will provide guidance. It is hard to anticipate, but we have two years of experience.
7: Can all planning be accomplished remotely?
- Technically yes. There may be some advantage to being able to see the space physically, but that is not a requirement in the planning phase.

8: Will MSU supply floor plans and elevations (CAD files + PDFs with dimensions) and photos describing the available Gallery real estate as well as examples of prior exhibitions as completed within the space to the awarded vendor? We would prefer to see drawings describing the space/total S.F. prior to RFP submission.
- We will supply floor plans and other files (not CAD files, unless they already exist) with dimensions, and photos that already exist, or can easily be taken. There are images of past installations on website, and we have some images in archives, but we do not have staff or time to present a comprehensive and documented rendition of the installation of past exhibits prior to RFP submission.

9: The evaluation criteria mentions “Innovative design approach > 60% Weight” though the RFP doesn’t note what you’d like to see from the designer/vendor in order to satisfy this requirement. Please clarify.
- We are particularly interested in creating a design for the exhibit as a whole that resonates with, or amplifies, the concepts of the exhibition. We do sometimes have objects under glass, or hanging on a wall, but not very often. The goal we strive for is to embody each exhibit in the space in a way that maximizes its impact, but that also contributes to the overarching design. All of which often requires departing, mildly or substantially, from various conventions of exhibition. The Science Gallery staff makes itself available to the design and fabrication team for responsive feedback during the early stages of the design process, and is available for test cases, etc. Usually this results in a number of “innovative” approaches, to some individual exhibits, and to the creation of neighborhoods within the exhibit, as well as the spatial and metaphorical sense of the exhibit as a whole.

10: Are there anticipated dates for installation, duration, and dismantle?
- The installation will start around the beginning of August 2022, be completed by the beginning of September, and be deinstalled by the beginning of February 2023.

11: Will the exhibit be for one time use and disposed of or dismantled in preparation for installation elsewhere?
- The exhibit will be used once and dismantled.

12: Can the installation take place during M-F from 7AM until 7PM unimpeded?
- Yes.
13: Is the anticipation that the exhibit is fully fabricated remotely, and simply delivered and setup or will there be jobsite modifications to existing building structures? For example, graphics applied to walls, data or power cables run through walls and A/V equipment affixed to the building?

_Given that the exhibits are sent in from around the globe – US, Canada, and usually six to eight countries in Europe, the Middle East, or Asia, and given that some come ready to install, and others are sent in a form that requires some construction, it is highly unlikely that the exhibits could be fabricated remotely and delivered for setup. There are almost always modifications, graphics on walls, running lines or creating lofts for computers to keep them out of sight, etc._