

Council Meeting Staff Report

November 18, 2021

Agenda No.: E.

Indexes (Council Goals):

Presenters: Katherine Hudspeth

Legislative File: 15125-21

Title

Art Collection Maintenance

Recommended Action

I move that the APP board move forward with issuing a new RFP with a total 7 year budget of \$200,000.

Body

Katherine gave an update on the RFP Process. The RFP for an agreement to maintain the Los Alamos County Art Collection has expired; it ran for a month. The RFP did not receive any responses. A new RFP is being issued and will be readvertised for another month. At the July 2021 Board meeting Staff Liaison, Katherine Hudspeth gave an update that the RFP was again met with no responses. She is working with procurement with a path forward, to identify if the potential budget is too small for what is being asked. Los Alamos County issued an RFI (Request for Information) on Oct. 15, 2021, it is scheduled to run until Nov. 2, 2021. The purpose of the RFI is to gather information from subject matter experts to improve and refine the scope of work prior to reissuing another RFP. On November 10, 2021, Katherine Hudspeth met with Los Alamos County Procurement to discuss the results for the RFI's. Which demonstrated:

- An initial assessment should be included within the first year of the contract, to properly assess the condition and plans forward for the collection, and each piece within the collection.
- Documentation of the maintenance with narrative and before and after pics to be included after each maintenance period with invoice should be included.
- A multi-source contract is not favored, and when developing the RFP, the County should request that respondents be able to perform work on all materials present within the outdoor collection.
- Some respondents provided estimates, based on the outdoor collection list and current maintenance schedule provided. Based on those estimates and estimated work required, a seven year contract could cost between \$180,000 - 250,000.