



**Central Bank of The Bahamas  
Response to Vendor Questions**

**Re: Graphics/Wayfinding RFP  
CBOB New Premises Project**

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**Question: Local Bahamas participation is to be 70% minimum. Is a local representative required?**

**Answer:** 70% participation is a goal. It is not obligatory or mandatory. We advise bidders to conduct their own research around potential local partnerships. A tender with no domestic partnership would not be considered non-responsive and would be reviewed.

**Question: When is the final deadline for submissions?**

**Answer:** The final deadline for submission to the Tender's Committee is Friday, 26 March, 2021 at 5:00 pm EST.

**Question: Is there any flexibility on the closing date of 19<sup>th</sup> March, 2021?**

**Answer:** The Tender's Committee has agreed to extend the closing date to Friday, 26<sup>th</sup> March, 2021 at 5:00 pm EST. The deadline for questions will be extended to Tuesday, 16<sup>th</sup> March, 2021 at 5:00 pm EST.

**Question: Would the awarded bidder be prohibited from also bidding on the fabrication and installation of the actual signage?**

**Answer:** Currently, the bid services are for design only. However, consideration will be given to proposals that present "design and install" services; in which case the install portion must be clearly delineated and detailed, in terms of specifications, timespan, costs, etc.

**Question: Given that the invitation to tender began on January 22nd, have there been any previous responses to submitter questions?**

**Answer:** There were no previous responses to questions for this RFP. However, wayfinding was previously included in a July 2020 RFP for a Communications Consultant. The communications consultancy was not awarded. The Q&A that relates to that RFP may be helpful for this wayfinding RFP. That Q&A is available at:

<https://www.centralbankbahamas.com/news/tenders-news/request-for-proposal-central-bank-of-the-bahamas-new-premises-project-communications-consultancy-services>.

**Question: Are there any other RFPs expected to be issued?**

**Answer:** Any additional RFPs issued by us may be found at <https://www.centralbankbahamas.com/news/tenders-news>. If respondents see implements as outside of the scope of their wayfinding services, they may include these additional offerings and indicate, minimally, their costs and other features.

**Question: Please confirm the design for signage and wayfinding assets should be new and custom for this project? Are there any existing graphic standards (for collateral, identity, or signage) that the Bank would anticipate should be referenced or followed?**

**Answer:** At present time, we are actively working to define our brand standards in-house and see the new premises signage as an opportunity to expand on these standards. Therefore, we are looking to collaborate directly with the Graphics/Wayfinding consultancy during this process.

**Question: Are there opportunities for experiential design or interpretive design to supplement the wayfinding signage, and to reference the historical qualities of the site, or supplement the amenity activities of the building? Please elaborate on what we should consider as part of our proposal.**

**Answer:** Consideration will be given to proposals that present “experiential design” services; in which case the experiential portion must be clearly delineated and detailed, in terms of specifications, timespan, costs, etc. More on the historical qualities of the site can be found at: <https://www.centralbankbahamas.com/new-central-bank-premises>.

**Question: Is there a construction schedule/timeline that you can share with us? Or at minimum expected start and end dates for the signage project? Parking and amenities?**

**Answer:** The project is in the Construction Document phase, with construction slated to be completed by July 2023. As the Schematic Design and the Design Development phases of the project are already completed, respondents to this Wayfinding RFP should accordingly moderate the focus and schedule of their proposal.

**Question: Page 10, cl 6.0 - The page size is not specified. Should we maintain a standard Letter format, or can we use A3 or Tabloid layout for our submission?**

**Answer:** The standard letter format is the ideal and expected page format. However, exceptions, within reason, should not negatively affect the review of the respondent's proposal.

**Question: Please confirm if we can submit project case studies/examples as part of the appendix, similar to team member resumes?**

**Answer:** Appendix material may include useful and significantly relevant information that does not unduly add bulk to the proposal or to the size of the submission file. Web links to extra material are a welcomed strategy.

**Question: The page count for a quality submission seems a bit tight. Can you revise the page limit to allow 20 pages instead?**

**Answer:** The ten-page count restriction has been the standard for all RFPs for the project. If a respondent is compelled to go beyond, then they must feel confident that the additional material is of such quality and relevance to likely mitigate the page count rule risks.

**Question: We are not able to locate Exhibit X. Can you provide it as an attachment?**

**Answer:** Exhibit X can be downloaded here:

<https://www.centralbankbahamas.com/viewPDF/documents/2020-07-09-09-38-30-Download-Exhibit-X---REVISED.pdf>.

**Question: Our firm does typically deliver files in REVIT. Can you confirm if another file format such as PDF is acceptable?**

**Answer:** This would be acceptable.

**Question: Would you like the design firm to break out in person site visits to oversee installation and punchlist?**

**Answer:** This would be acceptable.

**Question: Please clarify what "Information and story panels" are?**

**Answer:** Generally may include graphics/illustrations/storyboards that visually relay information about the intentions, process, vision, goals, etc. of the designer and their designs.

**Question: Will the design firm be responsible for any exterior signage presentations to the city?**

**Answer:** This should be factored in with the understanding that this would be facilitated using an online platform.

**Question: Does the team need images or projects sheets in addition to the 10 page RPF response?**

**Answer:** These may be included as appendices or supplemental files.

**Question: Are you able to send documents or provide a direct link for a site plan and floor plans to better evaluate the overall scope requirements?**

**Answer:** Our site plan is not publically available. However, additional documents and plans may be accessed here: <https://www.centralbankbahamas.com/new-central-bank-premises>.

**Question: On page 4, section 2.1 General Terms a., it is stated that “Consultant shall furnish all labour, materials, facilities and equipment necessary to provide the services in accordance with the RFP.” It is assumed that this is for the design services only and not any sign hardware or prototypes, can you please confirm that this is a correct assumption?**

**Answer:** Currently, the bid services are for design only. However, consideration will be given to proposals that present “design and install” services; in which case the install portion must be clearly delineated and detailed, in terms of specifications, timespan, costs, etc.

**Question: On page 4, section 2.1 General Terms c., it is stated that meeting attendance in Nassau, Bahamas and Los Angeles, CA will be required for the design process (preconstruction, construction and post-construction), with what frequency do you anticipate these required meeting occurring post COVID-19 and what will the distribution be between Nassau and Los Angeles?**

**Answer:** We expect meetings to continue to be organized using an online platform.

**Question: Can you provide additional insight as to what a ‘Googler Loop’ identification would be or is there another term for this sign asset?**

**Answer:** This is an errant insert that actually should reference phonological loops or systems where words are used to help people remember, orientate, and visualize; particularly in spatial contexts.

**Question: Is there a programme?**

**Answer:** A building program may be accessed here:

<https://www.centralbankbahamas.com/viewPDF/documents/2020-07-09-09-38-30-Download-Exhibit-X---REVISED.pdf>

**Question: Are there plans and images of the development?**

**Answer:** Images of the development can be accessed here:

<https://www.centralbankbahamas.com/new-central-bank-premises> and concept plans can be accessed here: <https://www.centralbankbahamas.com/viewPDF/documents/2020-07-09-09-39-39-Download-Concept-Plans.pdf>.

**Question: Will the design need to be in imperial or metric measurements?**

**Answer:** Plan for the use of imperial units.

**Question: Is this an open competition or an invited tender?**

**Answer:** We posted the RFP publically via media. In addition, we directly emailed intriguing firms that we culled from the Internet and we determined as beneficial for our project.

**Question: Has the client identified any “comparable” properties?**

**Answer:** From our knowledge and goal, Central Bank of The Bahamas' iconic new premises is should be one of a kind. However, we have identified and examined the European Central Bank as a benchmark.