

City of Albuquerque

Request for Proposals

Solicitation Number: RFP2007-012-JR

CLARIFICATION

RFP Title: City of Albuquerque Supported Museums: Strategic Plan and Management Study



Due Date: Thursday February 8, 2007: NLT 4:00 p.m. (Local Time)

The time and date proposals are due shall be strictly observed.

**City of Albuquerque
Department of Finance and Administrative Services
Purchasing Division**

QUESTIONS AND ANSWERS: RFP2007-012-JR

Q. 1. Is it correct to assume that the RFP calls for a strategic plan for the City of Albuquerque that encompasses/integrates planning for the four cultural organizations? Is it also correct to assume that in addition to the overall plan, each museum will have a "mini plan" of its own that relates to the larger plan?

A. 1. Yes, the RFP is for a strategic plan that encompasses planning for the four organizations, and would integrate them to the extent possible, given that Explora is City sponsored, but not City owned. The RFP does not call for a "mini-plan" for each member museum, except to whatever extent the vendor feels that is necessary in order to formulate the over-arching plan.

Q. 2. In "Appendix D: Financial Information," state grants are listed for the Wheels Museum. This museum is not mentioned in the rest of the RFP. From our research, we understand that the Wheels Museum is still in the planning stages. Will the Wheels Museum be included in the proposed planning detailed in the RFP?

A. 2. The Wheel's museum is not included in the plan or RFP. However, part of the RFP is the development of a policy that would guide the acquisition of potential future museums, or collections, such as Wheels.

Q. 3. In "Appendix F: Additional Information," there is a list of "other materials available," including a strategic plan for the Albuquerque Museum. Is it possible to view this information?

A. 3. The "other information" is available to whatever vendor is selected, but not prior to the RFP. The purpose of listing this information was merely to let the person know that the information would be available to them once they are here.

Q. 4. Is it correct to assume that the information in "Appendix E: Museum Performance Plans" is a detailed version of the city's long-term goal addressing the importance of arts and culture in the community (referred to in RFP Introduction)? Additionally, is the last page of the RFP attachments ("Objective Background") an update to the city's long-term Goal #7 regarding arts and culture?

A. 4. The performance plans are an expression of the City's Goals and Desired Community Conditions, and are a way to tie the goals and desired community conditions to the budget. Annual objectives, such as the objective from which the RFP stems, do not update goals or desired community conditions, but are short term plans to address a specific goal area. For further information, I would refer the vendor to the City's website for the full explanation of the performance plan, goals & desired community conditions, and the Indicator's Progress Commission, at <http://www.cabq.gov/budget/fy06approved/perfplan.html>