

# REQUEST FOR PROPOSALS

## Mobile Water Conservation Education Exhibit

*Deadline for submission: 9/30/2022 @ 4:00PM*

### A. Background

Initially founded to protect America's farmland from natural disasters after the Great Dust Bowl Era, Warren County Soil and Water Conservation District (Warren Co SWCD, "the District") has been a leader in environmental conservation for nearly 80 years. Our mission is to promote wise stewardship of natural resources through cooperative partnerships, educational programs, and technical assistance in land and water management. Our organization's work is overseen by a publicly elected Board of Supervisors.

In 2013, the Board of Supervisors embarked on a journey to bring hands-on conservation education to our community through the Thomas C. Spellmire Water Conservation Education Trailer, which was completed in 2015. The trailer was named in memory of Tom Spellmire, a longtime District Supervisor who believed that success in forming conservation awareness begins at a young age. The exhibit quickly became a staple in the District's public outreach and in-school education programs reaching thousands of Warren County children and families each year.

### B. Project Description

Warren Co SWCD seeks to build a new edition of the Thomas C. Spellmire Water Conservation Education Trailer with updated content and experiences to align with changes to Ohio Learning Science Standards over the past seven years. The new mobile exhibition will address function and technological issues from the prior exhibition and feature new hands-on, inquiry-based experiences for students to increase understanding of the hydrological cycle, how we use water daily, and concrete conservation steps they can take to protect our natural resources. The education goals of the trailer are: water shapes our land; water is life; and water needs to be protected. The ideal outcome will be for visitors to leave with the knowledge that they are connected to our streams and watersheds and walk away with knowledge of how they can help protect water.

#### **Target Audience**

The trailer will be used at community events, fairs, festivals, and schools throughout Ohio. Topics, activities, and displays need to appeal to a mixed age demographic for public events. School groups will be focused on 5<sup>th</sup>, 7<sup>th</sup>, and high school grades to align with Ohio Learning Standards for Science. Content will include information about water resources in Warren County and across Ohio.

#### **Educational Themes & Trailer Features**

The following is a list of educational themes which can be modified or adapted:



# REQUEST FOR PROPOSALS

## Mobile Water Conservation Education Exhibit

*Deadline for submission: 9/30/2022 @ 4:00PM*

- Determine sources of point and non-point source pollution in different types of waterways (lotic v. lentic). The interactive element involves identifying which type of pollution it is
- Merge local watershed map content into the AR Sand table display signage
- Update signage to include local watershed information
- Interactive exhibit on hydrological cycle. Incorporate glacial information. Merge existing signage about fresh water locations on Earth as part of this hydrological cycle
- How we use water at home. Interactive sink with volume calculations
- Interactive groundwater model
- Conservation actions; rain barrel, rain garden, solar panels. Powered by solar panels or be adaptable to install solar panels in the future.

### Augmented Reality Sand Table

In addition to the above concepts and themes, the exhibit should include an Interactive Augmented Reality Sand Table. The former exhibition contained this element through the use of open source software, but it relied on outdated technology (Xbox Kinect) and Linux to operate. Preference will be given to proposals that include the development of a new application to operate the Augmented Reality Sand Table utilizing technology other than Kinect that can be made available to education partners throughout the country. Proposals that cannot accommodate developing this element will be considered, but offerors will need to include a narrative outlining a plan of how the offeror can partner with a media designer of the District's choosing to fabricate the final Augmented Reality Sand Table.

*An example of previous system can be found here:*

<http://doc-ok.org/?p=397>

<http://www.theverge.com/2012/5/6/3003630/augmented-reality-sandbox-kinect-topographic-map> \*\*

### Equipment Guidelines

Towing capacity of hitch pull behind with a Ford F250 required. The trailer utilized needs to be equipped with water and climate control. It must have a ramp entrance to accommodate ADA accessibility. The exhibit build must be ADA compliant and accommodate group and family visitors.

### C. Scope of Work

The chosen contractor shall design, build, and install in the trailer the exhibits which meet the educational needs of the District. All exhibit content shall be formed in partnership with the District Educator and reviewed and approved by the District. The contractor shall provide all materials, supplies, and services necessary for the completion of the project. Completion



# REQUEST FOR PROPOSALS

## Mobile Water Conservation Education Exhibit

*Deadline for submission: 9/30/2022 @ 4:00PM*

and delivery of the completed water education trailer shall be no later than 9 months after execution of a contract with the winning bidder.

### **D. Proposal Requirements**

Proposals shall include all of the following:

1. The name, address and contact information for the company submitting the proposal along with the name of the contact person for the submittal.
2. A description of the company's experience designing educational exhibits, especially those which are portable or installed in trailers and exhibits which deal with environmental issues.
3. A list of three references for which the company has designed exhibits in the past.
4. Designs, sketches or other illustrations of the proposed exhibits which are designed to meet the educational goals of the project.
5. A narrative describing how the proposed exhibits will meet the educational goals of the project.
6. A timeline for the design, build and installation of the proposed exhibits.
7. A total cost for the design, build and installation of the proposed exhibits.

### **E. Proposal Submittal, Evaluation and Selection**

Proposals will be accepted until 9/30/2022 at 4:00PM, and may be emailed to [wcswcd@gmail.com](mailto:wcswcd@gmail.com) or mailed/delivered during regular office hours, Monday through Friday 8:00 a.m. to 4:30 p.m., at the District office and shall be addressed as follows:

Warren County SWCD  
Attn: Water Trailer Proposal  
320 East Silver St.  
Lebanon, Ohio 45036

Proposals will be evaluated by the Board at the regularly scheduled meeting of the Board, to be held on TBD in the Warren Co SWCD office. Each proposal will be evaluated based on the following criteria:

1. The company's past experience with the design, build and installation of portable, especially trailer installed, educational exhibits.
2. The quality of the proposed exhibits and the ability of the exhibits to satisfy the educational goals of the project.
3. Ease of use and maintenance of exhibits by District staff.
4. The ability of the applicant to meet the required schedule.
5. The total cost of the project.



# REQUEST FOR PROPOSALS

## Mobile Water Conservation Education Exhibit

*Deadline for submission: 9/30/2022 @ 4:00PM*

### F. Terms of Request for Proposal

Completion and delivery of the completed water education trailer shall be no later than 9 months after execution of a contract with the winning bidder.

Payment will occur as follows: 25% upon execution of the contract, 30% upon completion of exhibit installation, and 45% upon delivery of completed trailer.

Warren Co SWCD reserves the right to reject any proposal in which the offeror takes exception to the terms and conditions of the request for proposals; fails to meet the terms and conditions of the request for proposals, including but not limited to, the standards, specifications, and requirements specified in the request for proposals; or submits prices that the Warren Co SWCD considers to be excessive compared to existing market conditions, or determines exceed the available funds of the contracting authority;

Warren Co SWCD reserves the right to reject, in whole or in part, any proposal that the Warren Co SWCD has determined, using the factors and criteria in division E. of this document, would not be in the best interest of the District;

Warren Co SWCD may conduct discussions with offerors who submit proposals for the purpose of clarifications or corrections regarding a proposal to ensure full understanding of, and responsiveness to, the requirements specified in the request for proposals.

In order to ensure fair and impartial evaluation, proposals and any documents related to a subsequent negotiation for a final contract that would otherwise be available to the public for inspection or copying shall not be made available to the public until after the award of the contract.

An offeror may withdraw the offeror's proposal at any time prior to the award of a contract. Warren Co SWCD may terminate negotiations with an offeror at any time during the negotiation process if the offeror fails to provide necessary information or fails to negotiate in good faith. If the Warren Co SWCD terminates the negotiations with an offeror, it may negotiate with the offeror whose proposal is ranked the next most advantageous according to the above criteria.



# REQUEST FOR PROPOSALS

## Mobile Water Conservation Education Exhibit

*Deadline for submission: 9/30/2022 @ 4:00PM*

### G. Agency Contact

Questions regarding this request for proposals shall be directed to:

Molly Conley

Director

Warren County Soil & Water Conservation District

513-695-1337

Molly.conley@co.warren.oh.us

