



APPENDIX 1 - SPECIFICATION FOR POOLE MUSEUM MOUNTMAKER

Strategic Procurement

DN710891

Author: Alison Smith
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1. Introduction

- 1.1. Poole Museum (the '*Museum*') is developing three new, permanent Maritime galleries as part of a major redevelopment project (the '*Project*') of the whole Museum funded by The National Lottery Heritage Fund.
- 1.2. The galleries will explore Poole Harbour from the Ice Age to today, showcase our rich maritime archaeology collection, and explore themes of international trade and life on board.
- 1.3. The Museum will re-open to the public in Spring 2025.
- 1.4. The Museum wishes to employ a suitably qualified and experienced mount maker (the '*Contractor*') to assist with the installation of the galleries.
- 1.5. This includes the design, manufacture, delivery, and installation of all bespoke mounts for both open display and cased objects.
- 1.6. Please refer to the general arrangement drawing pack in 1 LO_General Arrangement for general plans of the galleries.
- 1.7. In particular, there are six bespoke mounts for large and complex maritime archaeology objects in the Shipwreck! Gallery. The bidder should refer to PMP-EXH LO 220-Shipwreck! - Plan with big mounts Rev for where these are located.
- 1.8. The Project Design Team includes ZMMA (lead designer, architect, and exhibition designers), The Morton Partnership (structural engineers), Max Fordham (services engineers), The Quoin Consultancy (principal designer). The basebuild contractor is Greendale Construction Limited. The appointed exhibition fit out contractor is Marcon (who will take over as principal contractor following basebuild PC), and the case contractor is Reier GmbH.

2. Scope

The following will be provided in-house by the Contractor or specialist sub-consultants retained by the Contractor.

- 1.1. Survey and measure all objects requiring bespoke mounts – as identified on Schedule A – Object List Mounts v.1 – and provide a detailed assessment of mounting and installation requirements across all three galleries. This will include identifying where off the shelf mounts could replace those identified as bespoke. For the six large and complex object mounts please refer to exhibition design drawings in folder 2 CO _ Details for design intent.
- 1.2. Design of all bespoke Mounts;

- 1.3. Working with the Project Design Team to develop and verify all structural and support requirements of the large and complex object mounts, ensuring sufficient structural strength;
- 1.4. Samples, mock-ups and prototypes to be provided for Oddy testing, aesthetics, and fabrication purposes (size of samples and mock-ups to be agreed).
- 1.5. Fabrication of all bespoke object Mounts in accordance with the approved drawings and specification;
- 1.6. Installation RAMs both general and object specific;
- 1.7. Delivery and installation of all bespoke mounts on-site in accordance with the programme and Principal Contractor requirements and working alongside the Museum's collections team and exhibition designers, this includes specialist shipping where noted in 5.1 below;
- 1.8. Load Testing of mounts and Load Testing of mounts in situ secured to exhibition and existing structures;
- 1.9. "As built" final drawings;
- 1.10. Production of Operation and Maintenance Manuals and any training requirements.

3. Requirements

- 1.1. Exercise reasonable skill, care and diligence in the performance of the Services;
- 1.2. Comply with the responsibilities of a designer as defined by the Construction (Design and Management) Regulations 2015;
- 1.3. The Contractor shall ensure that their working methods, performance, operational and maintenance are as sustainable as possible they should seek every opportunity to maximise sustainability;
- 1.4. The Contractor will ensure co-ordination with the Project's Interpretation Lead and Museum Curator (Client), Design Team, Main and Exhibition Contractor, Case Fit Out Contractor as well as any other Contractor with any interface requirements;
- 1.5. The Contractor shall agree method statements for working with objects, on site at the Museum off-site store and for working on site in galleries during installation with the Museum (Client).

- 1.6. The Contractor will work with the Museum Curator (Client) on object care and conservation requirements for each individual mount.
- 1.7. The Contractor is responsible for arranging and making their own deliveries in accordance with either the Principal Contractor or Client's system, overseeing unloading, and then transporting materials and equipment to and from the Museum's sites.
- 1.8. Keeping full and proper records of all designer's meetings;
- 1.9. Obtain Client and Exhibition Designer comments and approvals for all drawings and information.
- 1.10. Deliver the project in line with the Project Programme and report progress against costs and timeline throughout.

4. Access to Objects Requiring Mounts

- 4.1. Objects are in the Museum's off-site stores in Poole, where access is controlled and must be made by prior arrangement with the Museum's collections team and will be Monday – Friday 9am – 5pm.

5. Additional Information

- 5.1. Bidders are required to include for specialist shipping for the following of the large collections items requiring specialist mounts: Logboat and Rudder (located in Poole), and for the Cannon (located in York). It is anticipated a transit mount would be required for the Logboat for the safe transport of the object.
- 5.2. Bidders are to note there is no workshop space at the off-site stores, however, the mount maker would be able to make use of a 60m2 office space located on the first floor of the building with access via stairs (no lift) - please note access restrictions.
- 5.3. During installation at the Museum the successful contractor would have access to an empty gallery space on the Museum's 4th Floor - please note access restrictions of Monday – Friday 9am – 5pm.
- 5.4. Hot works are not permitted in either space due to the risk of fire.
- 5.5. The Bidder does not need to make allowances for welfare facilities, these will be provided.

6. Pricing and Payment

- 6.1. Pricing will be in accordance with the pricing schedule.
- 6.2. Payment mechanism will be managed in accordance with the contract terms and conditions.

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