



DATE: June 4, 2019

TO: All Bidders

FROM: City of Stonecrest Procurement Department

RE: RFP No. 2019-016, Parks & Recreation Signage System

Please see Addendum No. 1 for the above-referenced solicitation.

ADDENDUM NO. 1
IFB NO. 2019-016
PARKS & RECREATION SIGNAGE SYSTEM

1. Is the intent of this scope of work to be "design" only or "design/build"?
The RFP call for the design and installation of signage throughout the City's Parks and Recreation Centers.
2. Is this intended to review lines of sight and possible locations/ orientation for signs placement? Or to be fully detailed site survey with consideration to utility locations and infrastructure.
This is intended to ensure that sign placement is functional and does not interfere with property infrastructure.
3. Are the small scale mockups intended to mean design examples on paper or physical sample mockups?
Paper and/or digital.
4. Clarify what is intended for the development of a management and maintenance plan?
This is for the CITY to obtain a service for maintenance after installation.
5. Clarify Phase III of RFP "Key Deliverable".
The RFP calls for a vender that will provide designed signage option specifically for the City of Stonecrest that then will be build/manufactured and installed. The vender is to indicate how this task is to be accomplished according to the signage industry standards and practices.
6. Will site plans be provided for each of these parks listed?
Please visit to locate parks within the CITY's footprint
https://www.stonecrestga.gov/gis_maps.php. **Additionally, the RFP did provide a list of the parks.**
7. Clarify warranty on products and craftsmanship.
The RFP calls for a vender that will provide designed signage option specifically for the City of Stonecrest that then will be build/manufactured and installed. The vender is to indicate how this task is to be accomplished according to the signage industry standards and practices.
8. The cost submittal form (Appendix III cost proposal schedule) lists "System Implementation" as a requirement for cost response. Does that mean "system implementation oversight"?
The RFP calls for a vender that will provide designed signage option specifically for the City of Stonecrest that then will be build/manufactured and installed.
9. Clarify Appendix III cost proposal schedule lists "Maintenance Plan".
See question #4 above.

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10. What is the proposed budget?

Undetermined.

11. Is there an intended schedule to meet for a fully implemented package?

Schedule for completion six (6) to eight (8) weeks after contract awarded.

12. Can you confirm how many members will comprise the committee that will drive the signage design and approve it?

The Evaluation Committee will consist of four (4) members.

13. Will this scope require any formal presentations to the public or only city steering committee meetings? If public meetings are required, how many should we include?

Please see pages 4-5 of the RFP.

14. Will you define how many meetings are required in each phase or would you like us to define "typical" process for quantity of meetings for similar projects?

Typical.

B. All other terms and conditions remain the same.