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**Addendum #1**  
**RFP#58-24, Citywide Signs, Banners, and other Miscellaneous Items**  
**August 15, 2024**

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**NOTICE IS HEREBY GIVEN** that the following addendum serves to provide clarification and to answer the questions received on RFP No. 58-24 for citywide signs, banners, and other miscellaneous items.

Question 1: Looking at the specifications on pages 16 & 17, for all the materials listed would you just like a per sq ft price for each plus install per sq ft since each project will be different in sizes & qtys?

***Answer to Question 1: Yes; providing a square foot price for each material, along with the installation cost per square foot, is acceptable due to the varying sizes and quantities of each project.***

Question 2: And for the lanyard badges; those are normally qty based versus sq ft; would you happen to know a starting 'average' qty you would typically order (50, 100, 250, etc.)?

***Answer to Question 2: This would depend on the event. We have handled orders ranging from as few as 20 to as many as 2,000 for larger events.***

Question 3: Finally, would an excel & pdf file suffice for when we submit?

***Answer to Question 3: In reference to pricing, either format would be acceptable.***

Question 4: I don't know if you know or at liberty to discuss, but what is the estimated value? Is this a first-time contract? Or renewal from previous years?

***Answer to Question 4: The value of this contract is unknown as this is the first time bidding out these services.***

Question 5: I am looking for document(s) that outline the quantities and install locations of the various sign types.

***Answer to Question 5: This will be a Citywide as-needed contract, with no predetermined quantities, and project locations will vary. Detailed instructions on how to submit the cost proposal can be found under DETAILED SPECIFICATIONS, 5. COST PROPOSAL, page 18 as well as under the RESPONSE ELEMENTS Tab 4-Cost Proposal, page 24 of the solicitation.***

*End of Questions and Answers*

All other dates and terms and conditions remain the same in this Request for Proposal.

*End of Addenda*