



RFP Number: 2015-01

Planning and Designing a Signage and Wayfinding System for Anchorage Trails

Amendment #1

Amendment Issue Date: August 28, 2015

IMPORTANT NOTE TO OFFERORS: Only the following items referenced in this amendment are to be changed. All other sections of the RFP remain the same. This amendment serves to answer questions submitted by interested parties. A copy of the amendment is available on the Anchorage Park Foundation website.

The submission deadline does not change.

2.6.1

ONE ORIGINAL, single-sided unbound, plus THREE complete copies of the proposal must be received by the Anchorage Park Foundation prior to the date and time specified in the cover letter. ~~Copies may be bound, or enclosed in folders/binders as the proposer chooses.~~

2.6.2

IN ADDITION to the copies required by section 2.6.1 above, the proposer is asked to also submit a single CD **or jump drive** containing a PDF copy of the complete proposal, including attachments. Since the full proposal will include proposer's fee schedule as one attachment, the CD should be forwarded in a separate sealed package to avoid early disclosure of fees.

3.2.4 Task 4: Cost Estimates

The consultant will provide preliminary cost estimates for all wayfinding materials developed as part of ~~Task 2~~ **Task 3**.

Questions are answered as follows:

1. Please clarify intentions re mobile and apps as they apply to contract deliverables.

ANSWER: Alternative media platforms should be a discussion in the Draft and Final Signage and Wayfinding Plan, however the successful consultant will not be responsible for implementation of mobile technologies and apps.

2. Please clarify the scope as it applies to non-trail destinations, i.e., community centers, schools, etc. Is this shaping up as a citywide pedestrian/bike sign program?

ANSWER: Non-trail destinations that are located on or near the trail system or popular bike routes will be part of the discussion.

3. What are the Foundation's expectations about interpretive signs? Templates? Interpretive writing guidelines?

ANSWER: Interpretive writing guidelines are not part of this project. The Foundation expects guidelines and specifications for how to fabricate and locate interpretive signage.

4. While the fee set for the guidelines is tight, but adequate, doing a detailed plan sign-by-sign for the pilot project may be ambitious. Is there any chance that additional funds may be available?

ANSWER: We do not want a sign-by-sign detailed plan for a pilot project. We simply want the consultant to act in an advisory capacity to the Parks & Recreation project manager responsible for the pilot project.

5. Having worked on Alaska projects from the Lower 48, we know travel and trip costs are not low. Is there an expense budget exclusive of the base fee?

ANSWER: No. There are no additional funds for travel expenses.

6. Please clarify the contract/payment form. Is to be Hourly NTE? Will the Foundation accept a lump-sum method?

ANSWER: We will consider a lump-sum method per task as an alternative to an hourly NTE during negotiations with the successful consultant as written in section 3.5 of the RFP. Please note that the sample contract states a different payment method. Please defer to the RFP language on this matter.

7. Will the Foundation seriously consider out-of-state consultants?

ANSWER: We will seriously consider all qualified consultants.

8. When you ask for "level of commitment" under 4.4.3 page 10, what are you looking for here?

ANSWER: We are looking for proportionally how much time each team member will be spending on the project relative to other team members.

9. Do you have a preference for single- or double-sided printing?

ANSWER: Yes. Single-sided, please. See 2.6.1

10. Is there a page limit on resumes? 2 pages ok?

ANSWER: There is no page limit on resumes.

11. For fee schedule, we usually submit standard rate sheets (all inclusive as mentioned) for the staff we are proposing. Is this what you are looking for, or do you want a more detailed fee proposal?

ANSWER: We are looking for a standard rate sheet (all-inclusive) for the staff you are proposing. We do not want a detailed fee proposal. See 4.4.5.

12. For us, a complete wayfinding plan includes a detailed map noting the exact location of every sign in the system AND a legend plan, which includes what is printed on every sign. Our reading of the RFP indicates that you would like the creation of guidelines for where to place signs within the system. Can you comment on which type of plan your organization would prefer?

ANSWER: We are looking for a signage and wayfinding plan that includes *guidelines* for sign type and sign placement AND details for sign fabrication. We do NOT want a detailed map noting the exact location of every sign on every trail in Anchorage.

13. Can you provide a rough estimate of the mileage of the trail system and the geographic area under consideration for this project?

ANSWER: Here are a couple of links to get you basic information.

<http://www.muni.org/departments/parks/pages/default.aspx>

<http://www.muni.org/Departments/parks/Pages/Trails.aspx>

<http://www.muni.org/departments/it/gis2/pages/default.aspx>