

Salida Wayfinding Questions and Answers

The following questions have been asked about the Salida Request for Proposals for the Salida Wayfinding. In order to provide a consistent response to all bidders, the City will periodically update this list with questions we receive. If you have any additional questions or inquires please continue to submit them to Michael.Yerman@cityofsalida.com.

1. The proposal requires the bid submittal to contain one signage design for Primary, Secondary, Tertiary, and Destination signs to be included in the submittal. The proposal says the city “is looking for sign designs” as part of the scope. It is unethical to ask firms to provide designs for the signage in advance of giving them the job. This would be considered spec work. Is the City willing to reconsider this bid submittal requirement and make it so that signage designs would NOT be required for the proposal submittal?

If the scope of work is to entail signage design the awarded vendor should be paid to provide concept designs for this service. The City would also receive better product from the awarded vendor if the design is not required as a bid submittal item but rather as part of the scope. This gives the vendor proper time to converse with the City and its stakeholders and to make sure their input is provided to guide the design of signage system and to make sure the City’s brand is represented appropriately.

- At this time, the City is requesting that designs be submitted for the four different sign classifications with the bid submittal. The only required design element that must be included in each design proposal is the City’s logo which was included in the bid package.
2. The Bid Sheet that is to be filled out for Bid Submittal Requirement number 2 requires fabrication costs to be supplied. It is difficult to provide bid pricing for fabrication when no sign designs are yet available for a fabricator to bid on. There are no details of fabrication methods, materials, or sign performance specifications yet available which will make bid numbers vary greatly. The City will not receive a true apples to apples comparison. We would recommend that the City consider revising this so that vendors provide their design service fees for the design of the signage and that fabrication costs not be required for the proposal. Is this something the City will consider?
 - The City is requiring sign designs with the bid submittal. If modifications in the design are required after the bid selection process, the City will endeavor to work with the selected firm to modify bid amounts if sign design alters the cost. Section 2 (d) Materials is provided to help give guidance on specifications for the signs.
 3. Please clarify Bid Submittal Requirement number 5. Are we to identify services we expect to have provided by the City or are we to identify the services our firm is to provide the City to complete the scope of work?
 - Please provide the services that will be excepted for the City to provide.

4. Under II. Scope of Services, 1. Design states, "Bidder must provide a minimum of one sign design for each category of sign as identified in the City of Salida Wayfinding Plan." This is reiterated in II. Scope of Services, 2. Fabrication, C. Submittals stating, "All vendors shall submit a minimum of one design for each type of sign as identified above. Vendors shall provide a PDF of each design and three (3) 11" X 17" copies with the bid submittal."

First question: Please clarify, is the City of Salida requesting examples in the form of deliverables for past work the firm has done respective to each of the four sign types mentioned in the RFP (Primary Directional Signs, Secondary Directional Signs, Tertiary Directional Signs, Destination Signs)?

- No, the City is requesting sign designs with this submittal.

Second question: If the first question is no, please specify, does the City of Salida require the firm to create new designs unique to the project upfront?

- Yes, the City is requesting sign designs up front.

Third question: If the second question is yes, would the City of Salida consider amending the RFP to not require new designs, as providing artistic renderings prior to contract ethically conflicts with SEDG practices, yet to provide experience and samples relative to each sign type?

- This issue has been brought to the City's attention. Since the request for proposals has been issued and other firms may be working on this project, the City will wait to see if there are any responses that satisfy the current RFP requirements. The City may consider after the bid deadline reissuing the RFP if there are insufficient responses to the current RFP.

5. Section 4.6 says "Installation of signs and sign posts are not included in this request for proposal". Does this mean that you are looking for Sign panel cost only shipped to Salida CO or are you looking for us to include the cost of material and ship for sign posts as well...
 - Since a majority of the selected sign locations are located in CDOT right-of-ways special sign post are required and traffic control will need to be provided during installation. Therefore the costs of sign posts and installation are not included in this RFP. There will be a separate RFP for these services.
6. The City wants a 5-year warranty... but the vendor must allow someone else to do the installation?
 - The five year warranty is for the sign's material and workmanship. If the any of the signs are defective within 5 years because of workmanship or material the sign will need to be replaced.
7. How will the vendor meet ADA Mounting Requirements if someone else is doing the installation?
 - The installation of the signs is not part of this RFP.
8. The City really wants an engineer's stamp, for a piece of lettered aluminum sheet?

- The signs must have engineered grade reflectivity. This is a CDOT requirement for signs in their ROW. Shop drawings that are required to be submitted with the RFP are not required to have engineered stamps.
9. Are the Destination signs required to be made of 0.125 aluminum? (That's a pretty sterile choice.)
- No, destination signs will not be located in the CDOT ROW. However, any sign material deviation will require approval from the City or CDOT prior to the submittal of the bid deadline. Please email material cut sheets to michael.yerman@cityofsalida.com. If the City approves a sign material deviation this will be posted on the website.
10. Does the City have certain colors selected? If so, can you send PMS numbers that the City finds acceptable?
- No colors have been selected.
11. Why is the City logo required on these signs? What size logo is required?
- These signs are wayfinding signs for the City of Salida. It is up to the vendor to create a layout for the sign. The logo should be visible and identifiable.
12. What exactly is meant by an "updateable" sign?
- Since locations of destinations within the City may change over the course of the life span of these signs, locations on the sign should be updateable. So if one location changes we won't have to replace the entire sign. This will save the City money over the long term.
13. Since the sign designs are required to include the City logo, can the City send out a version of the logo that they would like the vendors to use?
- The City logo that should be used is downloadable on the City's webpage under projects-wayfinding. Please note that the logo on the project page is a high resolution logo and is the logo that is required on the new signs.
<http://cityofsalida.com/projects/wayfinding/>
14. After reviewing the RFP documents I was unable to find the maximum sizes for the Tertiary Directional and the Destination signs. Has a maximum size been set for these types of signs?
- There is no maximum size specified for Tertiary Directional and the Destination signs since these will not be located in the CDOT ROW.