

Wayfinding and Brand Incorporation Program

Addendum No. 1

8/30/2019

1. Q: In terms of the project schedule, is there a targeted end date?
A: TBD; we're interested in proposed timelines.
2. Q: What is the approval process/Who are the approval entities?
A: For the RFP, staff; for approval of a potential contract, Town Council.
3. Q: Do you intend to reuse any elements from the current sign system? (The same materials, structural supports, design styles or standards?)
A: The Town currently has re-established a tourism brand/logo and we look forward to proposals that may include that brand, a modification for incorporation or something new. There are a few directional signs in Town from an earlier effort a number of years ago that may be replaced or re-used (the poles, not the signage) based on this current effort.
4. Q: Are there existing design documents for the current signs that will be made available to the consultant?
A: Possibly, those materials were a part of a Chamber effort a number of years ago.
5. Q: Can you confirm if the wayfinding plan includes map/directory design options?
A: We're interested in seeing these proposals.
6. Q: Are there existing plans that show the parking options, restrictions, etc.?
A: No; but all rights of way and easement laws will be adhered to.
7. Q: Does the Town have any type of in-house signage and maintenance facilities or capabilities? A: The Town will assist in installation and limited maintenance.
8. Q: What all is needed to designate the proposal document as confidential and trade secret?
A: Proposals need to be submitted sealed and any proprietary information contained within should be detailed as such. Please be advised, once opened, proposals are public documents. Any request the Town receives for copies of any documents through the Freedom of Information Act of South Carolina and the Town will be adhered to. There may be allowances within the FOIA that permits redaction.
Q: If the proposal document is designated as such, is a copyright release no longer necessary?
A: Legal advice may be sought by both the submitting organization as well as the Town's attorney as needed.
9. Q: Will answers to questions be posted on the bid site or sent to interested parties?
A: Town's website.

End of Addendum No. 1