

ADDENDUM NO. 1

RFP NO: 150227

DATE RFP DUE: 4/13/17

TIME: 4:00 p.m.

DEPARTMENT: Public Art

COMMODITY: Oak Hills Mural Project

QUESTIONS AND ANSWERS

The answers to all questions received are attached.

(SIGNED) _____

COMPANY: _____

PLEASE SIGN ONE (1) COPY OF THIS ADDENDUM PAGE AND SEND THE COPY TO THE PURCHASING DEPARTMENT: (email to dmkeylon@chattanooga.gov or fax to 423-643-7244 or mail or hand deliver to City of Chattanooga, Purchasing Dept., Attn: Deidre Keylon, 101 E. 11th Street, Suite G-13, Chattanooga, TN, 37402). **RETAIN A COPY FOR YOUR FILES.**

Q&A for RFP #150227 –
Oak Hills Mural Project Questions and Answers

Q: How many images of previous work should applicants submit?

A: The number of images is ten (10).

Q: Regarding the images of previous work, is there a preference or requirement for size, format or resolution?

A: Do not imbed images into a PDF, PowerPoint presentation, or other document. Acceptable digital images must be:

Dimensions: Minimum 800 x 600; Maximum 1600 x 1200

File Format: JPG (do not use Progressive JPGs, GIFs, or TIFFs) at 72 DPI

Q: If I submit my proposal using a Google folder, should I have my whole application ready to drop in as one file? Can I drop in multiple files, so that the written documents - application form, letter of intent, resume, annotated list of images - each exist as separate files, and then also the images exist as jpeg files.

A: Both a single file and separate files are acceptable. Image jpeg files as above are acceptable.

Q: Can I submit my entire proposal electronically?

A: Yes, by following the directions for electronic submittal in the solicitation document.