

# **The Ohio National Road Association Interpretive Signage Project**

## **Question and Answer Clarification Document**

Below are some fairly common questions that I have received throughout the bid process. The purpose of this document is to clear up the most asked questions the potential bidders have.

- 1) **Q: Our HPL fabricator will not provide a break-down for printing and labor only the full sign materials, because it is proprietary information they will not release. Can you revise the bid form?**

**A: Unfortunately we are not able to revise the bid form. You are however able to submit your bid packet not fully broken down. Your machines inability to specifically break down labor and printing will not harm you in the selection process. So long as the bidder is truthful and breaks down costs to the best of their ability, there should not be any issues.**

- 2) **Q: The bid packet has a few conflicting dates as the due date for the bid packet. What is the actual date?**

**A: The bids will be due to the CC-STCC on Friday January 22, 2010 at 2:00 pm.**

- 3) **Q: About how many potential signs could be requested outside of the originally requested 20?**

**A: This entire project calls for 60 signs to be placed along the Historic National Road in Ohio. We reserve the right to request 40 additional signs by the completion of the contract. We also reserve the right to request 0 additional signs by the completion of the contract. In all likelihood, the number will probably fall between 5-10 additional signs.**

- 4) **Q: How will the signs be secured to the ground?**

**A: The signs could be secured in any number of ways. For the purpose of this bid document, it isn't really important. The CC-STCC needs all of the materials requested in the specs. We will work with property owners to contract the installation services out.**

- 5) **Q: What does the sample sent with the bid packet need to include?**

**A: The sample sent in with the bid packet does not need to be anything extravagant. We are only requesting a small square, maybe 1'x1', of the material you will be using to produce our signs. We would also prefer some printing on those signs so that we can evaluate color quality, durability, etc.**

- 6) **Q: What is the RFP number as it is not located on the bid document?**

**A: The RFP number for this project is 2010-1**

**7) Q: Do all 20 signs have a custom shape, or does the same standard shape pertain to all of the signs?**

**A: The same standard shape, as seen in the photo included in the bid packet, applies to all of the signs that will be produced.**

**8) Q: Is the artwork provided on the signs identical or different? Also what type of files will be sent to the winning bidder for production?**

**A: The artwork provided on the signs will be different for each sign. Each sign describes a different location and will have different pictures, text, etc. The winning bid will receive completed files in one of two ways. We can send the files in either a PDF form, or InDesign, which is the program that the signs were created in.**

**The above questions are a sample of questions that I have received throughout the bid process. I, as well as the other members on the bid review team, look forward to receiving and evaluating everyone's bid packets.**