

July 4, 2018

NOTICE TO ALL PROSPECTIVE BIDDERS

**RE: ADDENDUM 1
2018-CDD-41
Detailed County Wide Direction Signage Implementation Plan**

This Addendum is being issued to change and/or provide clarification and additional requirements for the specifications of the unit to be bid. The changes are summarized below.

QUESTIONS

On page 23, of the RFP Detailed County Wide Direction Signage Implementation Plan RFP # 2018-CDD-41, there is a link to the 2017 PEC Signage Design Guidelines

<http://extcms.pecounty.on.ca:8080/terminalfour/SiteManager?ctfn=download&fnno=60&ceid=198527086>

However the link is not functioning.

Here is the revised link: (May take a while to load)

<http://www.thecounty.ca/wayfinding/>

What is the desired timeline for completion of this project? **Desired completion is end of Sept, which is when 2019 capital budget planning begins.**

What is the project budget? **I would prefer not to say.**

Based on our review of the existing documents, there has been community consultation already regarding streetscapes, but little regarding wayfinding. What is the desired level of community engagement? Or is the expectation that consultation will be limited to stakeholders? **There is no community consultation requirement. Stakeholder engagement will be facilitated through our department. Stakeholders will only be with other municipal departments (ie. Roads, Operations, BIA's)**

(p. 21) Is there a current inventory of existing directional fingerboard signs (with messages and locations?) Or a rough estimate of how many will need to be reviewed? There is about 100 fingerboard signs in The County. **I have attached the list, although it doesn't indicate the total number of signs. There are about 100 businesses participating. I have also attached the bylaw.**

(p. 21) In terms of "construction drawings" are you looking for a typical tender package with design intent drawings, templates, and message schedule and location plan? Or final artwork for all signs? **We don't need final artwork. Yes to everything prior.**

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(p. 21) For "construction drawings" can we assume that (as is normal practice) any engineering approval would be done by the fabricator as part of the shop drawing approval process? **Yes.**

(p. 22) In the "Prince Edward County Signage Design Guidelines (p. 37)" there are pedestrian wayfinding sign designs but on p. 22 of the RFP it notes developing "a detailed plan on proposed signage designs and locations." Are we to read this to mean development of new designs in within the project scope, rather than using the existing designs in the "Signage Design Guidelines" document? **I should have been more clear. It should read "A detailed plan with locations using the existing designs found in the "Signage Design Guidelines".**

Also note, we only require a detailed content plan for Directional Signage, not the in-town Street Signage.

(p. 21) Costs for fabrication and installation are noted as "optional". Can you confirm that fabrication and installation are not part of this RFP and would be tendered separately? **Yes, it would be tendered separately. But we need to know costing for fall budget planning for 2019 capital projects.**

PLEASE SIGN AND FAX BACK TO 613.476.7622

Received by (Company Name)

Date, Time

ADDENDUM MUST BE INCLUDED WITH SUBMISSION