



**Land Use Notice Board Support Services: Questions & Answers**

**September 25, 2020**

Question	Answer
<p>What if during the contract period we only do (28) Signs, can we still bill for the full \$12,500.00?</p>	<p>No, the Vendor is paid per notice board. The actual number of signs needed may vary based on the number and type of applications that the City receives.</p>
<p>What if during the contract period we do (50) Signs can we bill additional funds above the \$12,500.00?</p>	<p>Please see response above. Should the volume of services be high enough to get close to the contract limit, the City will re-evaluate the contract and amend if necessary.</p>
<p>If revisions are required to an existing sign that has already been installed, is the Vendor responsible to make the revision for no additional charge?</p> <p>The revision could be as small as (1) line of text or revision to all of the info specific to the Notice Board Project.</p>	<p>If the revision is related to an update in the noticing process or other City matters, then the City would cover the cost of that change.</p> <p>Currently, the City utilizes a proofing process prior to sign creation. If the sign created doesn't reflect the approved proof due to the fault of the vendor and revisions are needed, then the City would expect the Vendor to cover that cost.</p>
<p>Does the \$12,500 include Sales Tax?</p>	<p>Yes, this includes sales tax.</p>
<p>Based on the information provided, is the Vendor coming up with the Sign Design/Layout or does the City of Sammamish have a layout that they would like to utilize?</p>	<p>While the City has a layout currently in use, it would like to explore Vendor suggestions for a new/updated layout.</p>
<p>Is it your expectation that the Vendor will be providing the Sign Panel, Posts, and Assembly/Installation for up to (40) Signs per year for a total sum of \$12,500 per year?</p> <p>Does this also include the removal and refurbishment of the Sign/Posts for potential re-use?</p>	<p>Yes, this includes the sign panel, posts, and assembly/installation as well as removal and refurbishment for potential re-use.</p> <p>The actual number of signs needed may vary based on the number and type of applications that the City receives. Based on the prior year, we estimate it to be approximately 40 signs.</p>