

CITY OF WEST HOLLYWOOD

REQUEST FOR QUALIFICATIONS

City-Specific Street Pole Banners:

Printing, Installation/Deinstallation, and Related Services

RESPONSES TO INQUIRIES

- 1) Does the city have existing hardware on all 276 street poles?
The City of West Hollywood does not possess or maintain hardware for affixing banners to street poles. Costs for hardware should be presented in a submission of Qualifications.
- 2) Could the city clarify the scope of work for assessing and providing anchors and attachments? Is this solely for street poles? Does this also include banners?
Costs for any and all hardware (anchors, attachments, poles, rings, etc.) should be estimated. This includes street poles and banners.
- 3) Can the city clarify what constitutes a (1) print run, a (5) print run, and a (10) print run? Does this mean banners on all 276 street poles.
This cost estimate is requested to assess economies of scale or multiple print runs. This should be calculated for all 276 street poles for one (1) print run, five (5) print runs; and ten (10) print runs.
- 4) Will the city require storage services for all of the banners?
Storage will be determined on a project-by-project basis. Yes, the City of West Hollywood does expect to use storage services. Costs for storage services should be presented in a submission of Qualifications.
- 5) Will the city require any artwork for their banners?
The City of West Hollywood will most often provide print-ready artwork files. On occasion, the City may ask the printer to provide assistance (for example to print updated dates on snipes/patches). Design services would be occasional and limited and will be determined on a project-by-project basis.
- 6) On your light poles, do you hang one banner or two?
The City of West Hollywood uses one (1) banner on each light pole.