

Addendum No. 1
June 30, 2003

Lower Manhattan Development Corporation
Request for Proposals for Kiosk Design and Construction

Acknowledgement of the Addendum

Please acknowledge receipt of this addendum in your proposal.

Responses to Questions

Could you please explain the size and approximate foot print of the proposed kiosk?

Are these in the cart type used by Grand Central and others?

Are they interactive, do they have lighting?

Are they portable so they can be wheeled into place every morning?

What are the dimensions of the kiosks?

Are these kiosks interactive?

Will a kiosk utilizing electronic signage be considered beyond the scope of this RFP ?

Are all 5 of these kiosks to be exactly the same, or do you want each one to be different?

Please define the range of kiosk construction services that your company is capable of providing. LMDC is considering various sizes, designs and levels of interactivity. The kiosks will be stationed in permanent locations and need not be portable.

Why are you requesting a fee rather than a design/construction budget for (5) kiosks?

What is the fee for?

All design/construction costs should be included within the fee schedule that is submitted with a firm's proposal. A fee proposal that includes a design/construction budget as a component will be considered and evaluated by LMDC.

We are requesting the following information regarding fees in order to assess your submission:

- Total estimated firm fee for completion of the project, and whether the firm would be willing to agree to a cap.
- The normal hourly rate of each principal and staff member whose resume is provided or whose job category may be required, and the rate used in the proposal.
- A list of anticipated reimbursable expenses and the rate charged for each.
- Any reduced fees offered to other municipalities, governmental entities, economic development or nonprofit organizations, and civic organizations.
- Any other fees or charges.

Will there be any specific graphic you would like to go by?

No.

Do you have any specific materials you want these to be made of?

No.

How much informational material will be displayed on these kiosks?

Kiosk should hold several 11x17 posters, thousands of newsletters, maps and palm cards to be refreshed daily.

Does routine maintenance of kiosks include standard upkeep and exclude source located; overhead or ground?

No.

Do these kiosks need to have a sub floor?

No.

May we list the names and service provided by subcontractors in answering some of the RFP submission requirements?

Yes. All subcontractors you would propose to include on your team should be identified.

Will our proposals stay confidential unless selected?

Yes. They will remain confidential until the selection process is completed.