

## **ADDENDUM #1**

# **Request for Proposals (RFP)**

## **Historical Tour Scripting for the Soulard Neighborhood**

December 15, 2025

### **Questions received as of 12/15/25**

**1. Does the Soulard Community Improvement District (CID) have a specific budget for this project?**

No, the CID does not have a specific budget for this project but will assess appropriate cost and budget funding following submission of the proposals.

**2. How much cost detail is expected in the submitted proposal?**

The RPF stated that all proposals should include a detailed budget, including any optional or scalable components and that final funding may include contributions from additional partners. Therefore, proposals should have an itemized bid that identifies specific project components and their anticipated costs.

**3. What is the expected timeline for completion of this project?**

The RPF stated that the proposed timeline for project completion is 6 months, with flexibility for exceptional proposals that demonstrate value over a longer term. If an extension is offered, the expectation is that the project would be completed in 9 – 12 months.

**4. What will be the execution priorities of the historical content that is created from this project?**

Specific execution priorities will be more clearly defined once this project commences but a key priority will be the placement of high priority / high visual impact historical signs and markers in select locations throughout the CID.

**5. Who will own the material and intellectual property that is produced from this project?**

All materials, content and intellectual property that is produced as a result of this project will become the property of the Soulard CID.

**6. Will authorial attribution be given for the research delivered from this project?**

Yes. Although the CID will own the contents and intellectual property, authorial attribution will be given, where appropriate. Content authors will also be able to use the information derived from this work for their other personal projects as long as:

- It doesn't compete with any of the work proposed in this project; and
- The author(s) receive release approval from the Soulard CID prior to any other usage.

**7. How will the CID activate the contents, research and information produced from this project? In other words, how will the content be transferred into the stated objectives of creating self-guided tours, maps, signage, phone apps and web-based content?**

The CID will partner with its current design agency and sign agency to coordinate the activation of the contents resulting from this project. It will likely involve the collaboration of our existing agencies (creative and signage), our communications director, and “to be determined” web developer(s) and app developer(s).