

Amendment #2 to RFP Brownfields 2021/Decorator Management, Furnishings and Equipment Services

Date of Issuance: 11/12/2020

Questions and Answers

2020 ICMA Brownfields Decorator RFP

The following are answers to questions submitted through **11/12/2020**. Respondents are still encouraged to submit questions until the question deadline on 11/13/2020. ICMA will respond to questions on a weekly basis with final responses going online 11/16/2020.

1. Do you have any photos of previous Conferences that might show us the Entrance units for the Exhibit Hall and the Brownfields Block? Or, is there a budget you would like to stay within?

See attached photo for an example of an Entrance Unit. The Brownfields Block is new this year and no example photos are available. We recommend using the visuals attached to the RFP as a guide.

2. Do you have photos or a description of the type of material used for the following items?
 - a. The plenary back lit panels
 - i. **See attached photo for an example**
 - b. Mobile structures
 - i. **ICMA does not have photos of these structures**

3. Do you have an estimated weight of the show freight, including both on route to the show, and returning to the ICMA office?

10,000 lbs going to the show, 7500 lbs returning to the ICMA office

4. On your signage, are you open to other ways to display the signs such as Flex Stands, or do you prefer easels?

ICMA is open to other ways to display the signs

5. On the carpet logo, are you looking for a logo within a piece of carpet, a gobo, cling, or something else?

Logo within a piece of carpet

6. The RFP mentions other affiliate organizations that would require services as well. In general, what other services will affiliate organizations be looking for? Is it material handling, I&D's, and labor types of services, or will they need furniture, tables, carpet etc., or both?

In the past, affiliate organizations have ordered furniture - stools, sofas, chairs for their events. ICMA would anticipate similar orders for Brownfields 2021.

7. Do you have a layout from a previous show that you could share?

See attached photo of the Brownfields 2019 layout

Plenary Back Lit Panels



ENTRANCE UNIT

Welcome to Brownfields 2017

Welcome to
Brownfields 2017

Exhibit Hall Schedule

Thursday, December 7
10:00am-12:00pm
Coffee with Exhibitors
10:00am-11:00am
Opening Luncheon
11:00am-12:00pm

Wednesday, December 6
10:00am-12:00pm
Coffee with Exhibitors
10:00am-11:00am
Workshop Lunch with Exhibitors
11:00am-12:00pm

Thursday, December 7
10:00am-12:00pm
Coffee with Exhibitors
10:00am-11:00am

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Brownfields Conference

December 11-15, 2019

Los Angeles Convention Center - West Hall A - Level 1

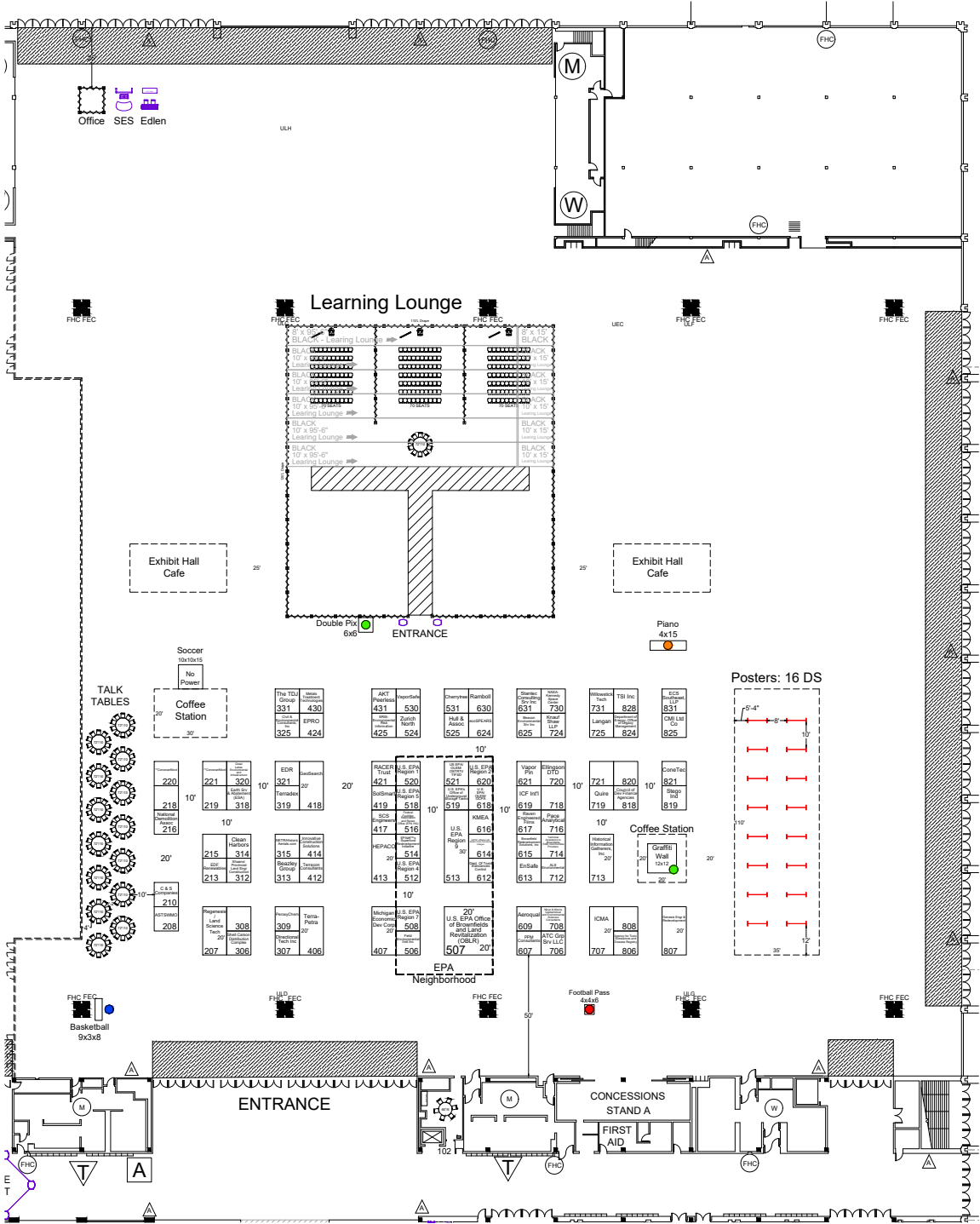
Los Angeles, CA



Show Information	
Show Name	Brownfields Conference
Show Dates	December 11-15, 2019
Move-In	12/11/19
Job #	C155621219
AE	Deb Peatt

Inventory as of 12/03/2019

Dimension	Size	Qty	SqFt
10'x10'	100	84	8,400
10'x20'	200	8	1,600
10'x30'	300	1	300
20'x20'	400	1	400
Totals:		94	10,700



- = 3 AMP
- = 20 AMP
- = 15 AMP
- = Battery

Floor Plan Legend	
FE	Fire Extinguisher
FS	Fire Strobe
FHC	Fire Hose Cabinet

Venue Info	
Building Name	Los Angeles Convention Center
Hall	West Hall A
Floor	Level 1
Address	1201 South Figueroa Street Los Angeles, CA 90015

Drawing Information	
File Path	J:\01_Floor Plans_01_SES SHOW FLOORPLANS\2019\12_Document\Brownfields Conference_C155621219.dwg
File Name	Brownfields Conference_C155621219.dwg
Drawn By	Jessica Perez
Last Saved	12/3/2019 10:12 AM
Saved By	Jperez
Tab	Floorplan
Paper Size	ANSI full bleed A (11.00 x 8.50 Inches)
Scale	NTS

Shepard Exposition Services has made every effort to ensure the accuracy of all information contained on this floor plan. However, no warranties, either expressed or implied, are made with respect to this floor plan. Verifying the locations of building columns, utilities, or other architectural components of the facility is the sole responsibility of the exhibitor/show management.

SUBJECT TO FIRE MARSHAL APPROVAL

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