



Oconee County Board of Commissioners

Addendum 1

DATE: March 14, 2023
TO: All Prospective Bidders
FROM: Procurement Officer
RE: Addendum 1, RFP# 23-02-010 Oconee County Civic Center Sign

The following changes are to be incorporated into the solicitation documents dated **February 23, 2023**. All those receiving this addendum should modify their documents to show the below described changes.

1. Pre-Proposal Meeting Minutes/Questions & Answers

2. Pre-Proposal Meeting Sign-in Roster

All questions shall be directed to Ms. Jessica Ellis, Procurement Officer via email at ocbids@oconee.ga.us

1. Pre-Proposal Meeting Minutes/Questions & Answers

- Jessica Ellis opening the meeting. Listed below are notes from the meeting and additional procurement procedures.
- The meeting was held on March 7, 2023 at the Oconee County Civic Center located at 2661 Hog Mountain Road Watkinsville, Georgia 30677. The meeting began at approximately 10:05 am and ended approximately at 10:35 am. The bid number, description and timeline were announced.
- County Representatives included Shawn Wheeler Civic Center Director, Justin Kirouac County Administrator and Jessica Ellis Procurement Officer.
- The meeting was mandatory and attendance was required to qualify as a respondent.
- Any additional questions must be submitted in writing and can be emailed to ocbids@oconee.ga.us. The deadline for these questions is 5:00 pm on March 13, 2023.
- Any questions received will be answered vis an addendum posted to the County's website by 5:00 pm on March 17, 2023.
- The deadline for bid submissions is 10:00 am on March 23, 2023. Submissions received after this time will not be accepted. Following that deadline, the bid opening will be held in the

Commissioner Chambers where all submissions received will be opened publicly and announced out loud.

- The project was reviewed and the meeting was opened up for questions:
 - Current sign was built approximately 29 years ago with the message board controlled by a flipper.
 - The sign has seen been updated to a Galaxy model from Daktronics.
 - Message board still works great. Only one green diode is out but location doesn't interfere so we haven't replaced it.
 - Connected to the building through fiber optics and controlled from the office.
 - We are not looking to replace the message board but rather update the rest of the sign to give it a more modern look.
 - Current location of the sign was the best placement at the time of construction. We are open to it being relocated if needed. There are a few feet it can be shifted but keeping close enough to the power supply is key.
 - We do not have a set idea on what the sign should look like but rather are looking for a Contractor to assist us in the design.
 - Components we are looking to change:
 - Replace top panel with a more updated look. Complete removal of the top panel is an option we are open to.
 - Monument type sign with a masonry base to match the building.
 - Height of sign can be extended (if needed).
 - No lights on sticks or a billboard look when it comes to lighting.

Q1: Just to confirm, you are wanting the main cabinet replaced?

A1: Yes, that is correct.

Q2: Is the County open to a stucco base?

A2: Yes, we are open to it.

Q3: How is the cabinet currently illuminated?

A3: It is currently internally illuminated with fluorescents. We like the idea of the new cabinet being externally lighted or lighting from the letters themselves.

Q4: If we keep the fluorescent lighting, we recommend doing an LED retro fit. Is that an option?

A4: Yes.

Q5: Is the County open to a more decorative topper?

A5: Yes. We would like to see what the designers recommend.

Q6: Does the County prefer the masonry bottom portion to be brick or stone?

A6: We are open to options but preferable a broken face block similar to the building.

Q7: Who is responsible for permitting?

A7: The awarded Contractor is responsible for applying for any necessary permits; However, the County will waive any fees.

Q8: Does the County want a full re-build of the sign?

A8: A full re-build is not required. We are looking for an updated sign with a more modern look and didn't know if the current sign would suffice or if it needed to be replaced entirely. Final decision will be a collaboration of the County's ideas and the recommendations of the awarded Contractor.

Q9: If we make the sign taller, what is the maximum height?

A9: The maximum sign height is thirty five (35) feet. As a whole, the sign can be a maximum of one hundred (100) square feet.

Q10: How can bids be submitted?

A10: Bid submissions can be mailed in or hand delivered to the Oconee County Finance Department located at the Oconee County Courthouse 23 N Main Street Suite 205 Watkinsville, Georgia 30677. Electronic bid submissions will be not accepted.

