

**RFP #20435 – Portage Northern High School & Central High School Wayfinding Signage**

DATE ISSUED: July 3, 2018

**Sealed Bid responses to be mailed or hand delivered to:**

Portage Public Schools  
Attention: Amanda Howard, Purchasing Dept.  
8107 Mustang Drive, Portage, MI 49002

**You must submit two (2) copies of your response.**

**Bid Responses Due by 10:30 AM, July 12, 2018.**

**Late bids will not be accepted. Emailed/Facsimile responses will NOT be accepted.**

You are invited to submit a proposal for this equipment and/or service. Specifications, terms, conditions and instructions for submitting proposals are contained herein. This Request for Proposal with all pages, documents and attachments contained herein, or subsequently added to and made a part hereof, submitted as a fully and properly executed proposal shall constitute the contract between the District and the successful proposer when approved and accepted on behalf of the District by an authorized official or agent of the District.

All proposers shall complete and return the Proposal and Award page(s) and submit all information requested herein in order for a proposal to be responsive. FAILURE TO DO SO MAY RESULT IN THE PROPOSAL BEING REJECTED AS NON-RESPONSIVE. The proposal document shall be returned in its entirety, **in a properly identified and sealed envelope (which includes the project name and number) to the Purchasing Department at the above address.** PROPOSALS MUST BE RECEIVED BY TIME OF THE DUE DATE - LATE PROPOSALS WILL NOT BE CONSIDERED.

Bid responses must include all manufacturer specification sheets for all items being bid as well as any/all comps and or incentives (along with the dollar value of comps/incentives).

The Portage Public Schools Board of Education reserves the right to accept or reject any or all bids, either in whole or in part; to award contract to other than low bidder; to waive any irregularities and/or informalities; and in general to make awards in any manner deemed to be in the best interest of Portage Public Schools.

**Questions relative to the specifications may be addressed to:**

**Dave Skinner, Owners Representative, at [dskinner@walbridge.com](mailto:dskinner@walbridge.com)**

**ITEM SPECIFICATIONS AND SCOPE OF WORK REQUESTED:**

**101426 - POST AND PANEL/PYLON SIGNAGE**

**PART 1 – GENERAL**

**1.1 SUMMARY**

A. Section Includes:

1. Exterior non-illuminated post-and-panel signs.

B. Scope of Work Includes:

1. Removal of existing signs.
2. Structure and anchorage for new signs.
3. Fabrication and installation of new signs.
4. Restoration of disturbed site around signs.

**1.2 ACTION SUBMITTALS**

A. Product Data: For each type of product.

B. Shop Drawings: For signage.

1. Include fabrication and installation details and attachments to other work.
2. Show sign mounting heights, supplementary supports, and accessories.
3. Show message list, typestyles, graphic elements, and layout for each sign.

C. Samples: For each exposed product and for each color and texture specified.

**1.3 WARRANTY**

A. Special Warranty: Manufacturer agrees to repair or replace components of signs that fail in materials or workmanship within specified warranty period.

1. Warranty Period: Five years from date of Substantial Completion.

**PART 2 – PRODUCTS**

**2.1 PERFORMANCE REQUIREMENTS**

A. Delegated Design: Engage a qualified professional engineer to design sign structure and anchorage of post-and-panel sign type(s) according to structural performance requirements.

B. Structural Performance: Signs and supporting elements shall withstand the effects of gravity and other loads within limits and under conditions indicated.

C. Thermal Movements: For exterior signs, allow for thermal movements from ambient and surface temperature changes.

1. Temperature Change: 120 deg F, ambient; 180 deg F, material surfaces.

**2.2 POST-AND-PANEL SIGNS**

A. Post-and-Panel Sign: Sign of hollow-box configuration; with smooth, uniform surfaces and

support assembly; with message and characters having uniform faces, sharp corners, and precisely formed lines and profiles; and as follows:

1. Solid-Sheet Sign Panels, Returns, and Back: Aluminum sheet with finish specified in "Finish" Subparagraph and as follows:
  - a. Surface-Applied Graphics: Applied Computer-cut, first surface applied, self-adhesive High Performance Cast PVC Vinyl.

2. Hollow-Box Sign Frame: Entire perimeter framed with formed-aluminum sheet or extruded-aluminum, hollow-box-type frame with vertical edges attached to supports with aluminum fittings. Close top and bottom edges of panels with manufacturer's standard welded seams or extrusions.

- a. Hollow-Box Depth: Same depth as posts.
- b. Profile: Square.
- c. Corner Condition in Elevation: Square.
- d. Finish and Color: Match sign-panel face. As selected by Owner from manufacturer's full range.

3. Posts: Extruded Aluminum (6063-T6), Wall Thickness; 0.100" (2.54 mm).

- a. Shape: Rectangular.
- b. Size: 1-3/4 by 3-1/4 inches.
- c. Installation Method: Direct burial.
- d. Finish and Color: Match sign-panel face. As selected by Owner from manufacturer's full range.

## 2.3 MATERIALS

### A. Materials and Components

1. Panels: Meeting ASTM B209, alloy EN 5052 H12, minimum 0.05" thick.
2. Aluminum Extrusions: Meeting ASTM B221, alloy 6063-T5.
3. Accessories: Provide end caps, couplings, coupling fittings, mounting fittings, interchangeable fittings, and other hardware and accessories for a complete installation.

B. Finish: Manufacturer's standard two-phase, high temperature cured polyester color coating as follows:

1. Primer: 2 mil thick chromium layer for optimum surface coat adhesion and weatherability.
2. Top Coat: Two-component, water-based, non-toxic, lead-free, zero emissions, high temperature cured polyester coating of 2-3 mil thickness.
3. Colors: As selected from manufacturer's standard range to match existing signage.

C. Vinyl Film: UV-resistant vinyl film of nominal thickness indicated, with pressure-sensitive, permanent adhesive on back; die cut to form characters or images as indicated on Drawings and suitable for exterior applications.

## 2.4 ACCESSORIES

A. Fasteners and Anchors: Manufacturer's standard as required for secure anchorage of signs, noncorrosive and compatible with each material joined, and complying with the following unless otherwise indicated:

1. Use concealed fasteners and anchors unless indicated to be exposed.

## **2.5 FABRICATION**

- A. General: Provide manufacturer's standard sign assemblies according to requirements indicated.
1. Mill joints to tight, hairline fit. Form assemblies and joints exposed to weather to resist water penetration and retention.
  2. Provide welds and brazes behind finished surfaces without distorting or discoloring exposed side. Clean exposed welded and brazed joints of flux, and dress exposed and contact surfaces.
  3. Conceal fasteners and anchors unless indicated to be exposed; locate exposed fasteners where they will be inconspicuous.
  4. Internally brace signs for stability, to meet structural performance loading without oilcanning or other surface deformation, and for securing fasteners.
- B. Post Fabrication: Fabricate posts designed for structural performance indicated and of lengths required for installation method indicated for each sign.
1. Aluminum Posts: Manufacturer's standard 0.125-inch-thick, extruded-aluminum tubing unless otherwise indicated, with brackets or slots to engage sign panels.
  2. Direct Burial: Fabricate posts 42 inches longer than height of sign to permit direct burial or embedment in concrete foundations or concrete-filled postholes.

## **PART 3 – EXECUTION**

### **3.1 INSTALLATION**

- A. Preparation: Remove and dispose of existing signage.
- B. General: Install signs using installation methods indicated and according to manufacturer's written instructions.
1. Install signs level, plumb, and at locations and heights indicated, with sign surfaces free of distortion and other defects in appearance.
  2. Install signs so they do not protrude or obstruct according to the accessibility standard.
  3. Before installation, verify that sign components are clean and free of materials or debris that would impair installation.
  4. Corrosion Protection: Coat concealed surfaces of exterior aluminum in contact with grout, concrete, masonry, wood, or dissimilar metals, with a heavy coat of bituminous paint.

### **3.2 INSTALLING POSTS**

- A. Direct-Burial Method:
1. Excavation: Excavate posthole to dimensions indicated. Reconstruct subgrade that is not firm, undisturbed, or compacted soil, or that is damaged by freezing temperatures, frost, rain, accumulated water, or construction activities by excavating an additional 12 inches, backfilling with satisfactory soil or well-graded aggregate, and compacting to original subgrade elevation.
  2. Setting in Cast-in-Place Concrete: Set post in position, support to prevent movement, and place concrete in posthole as indicated on Drawings.
- B. Locations:
1. Locations are called out for each individual sign below each sign on the attached drawings, final placement is to be coordinated with the Owner's Construction Representative

**END OF SECTION 101426**

BID PROPOSAL FORM

**NAME OF BIDDER**

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone & Fax: \_\_\_\_\_

Contact Name and E-mail: \_\_\_\_\_

\_\_\_\_\_

**PROJECT NAME**

**Project Name: CHS & NHS Wayfinding Signage- Project # 20435**

**AGREEMENTS**

The Owner reserves the right to accept or reject any or all Bids in whole or in part, or to waive any informalities therein. If in the Owner's opinion it is in their best interest, the contract may be awarded to other than the lowest bidder, for reasons of establishing uniformity, delivery time, etc.

**The undersigned acknowledges the following are included with the Bid Proposal Form:**

**(please initial)**

Unit Pricing: \_\_\_\_\_

Detailed Product Specification Information (where applicable): \_\_\_\_\_

Warranty Specification Information (where applicable): \_\_\_\_\_

Legal Status of Bidder: \_\_\_\_\_

Iran Economic Sanctions Act Statement: \_\_\_\_\_

Familial Relationship Disclosure Statement: \_\_\_\_\_

Two (2) paper copies: \_\_\_\_\_

**Pricing Summary:**

**Central High School Campus**

Total Cost of Signage for CHS: \_\_\_\_\_

Total Labor Cost for Installation at CHS: \_\_\_\_\_

Subtotal for CHS: \_\_\_\_\_

**Northern High School Campus**

Total Cost of Signage for NHS: \_\_\_\_\_

Total Labor Cost for Installation at NHS: \_\_\_\_\_

Subtotal for NHS: \_\_\_\_\_

Grand Total: \_\_\_\_\_

**LEGAL STATUS OF BIDDER**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS.**

The Vendor and/or Bidder certifies to the best of its knowledge and belief that it and its principals: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; Have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offences enumerated above in this certification; and Have not within a three-year period preceding this agreement had one or more public transactions (Federal, State, or local) terminated for cause or default; is not now or has been, within a three-year period preceding this date, been listed on the Excluded Parties List System website (EPLS).

Firm Name: \_\_\_\_\_

**Name, title and signature of individual duly authorized to execute contracts:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**A Corporation organized and existing under the laws of the State of \_\_\_\_\_**

**IRAN ECONOMIC SANCTIONS ACT**

Effective April 1, 2013 all bids, proposals, and/or qualification statements received in the State of Michigan (MCL 129.313) must comply with the “Iran Economic Sanctions Act”. The following certification is to be signed and included at the time of submittal.

**CERTIFICATION**

Pursuant to the Michigan Iran Economic Sanctions Act, 2012 P.A. 517, by submitting a bid, proposal or response, Respondent certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an “Iran linked business”, as that term is defined in the Act.

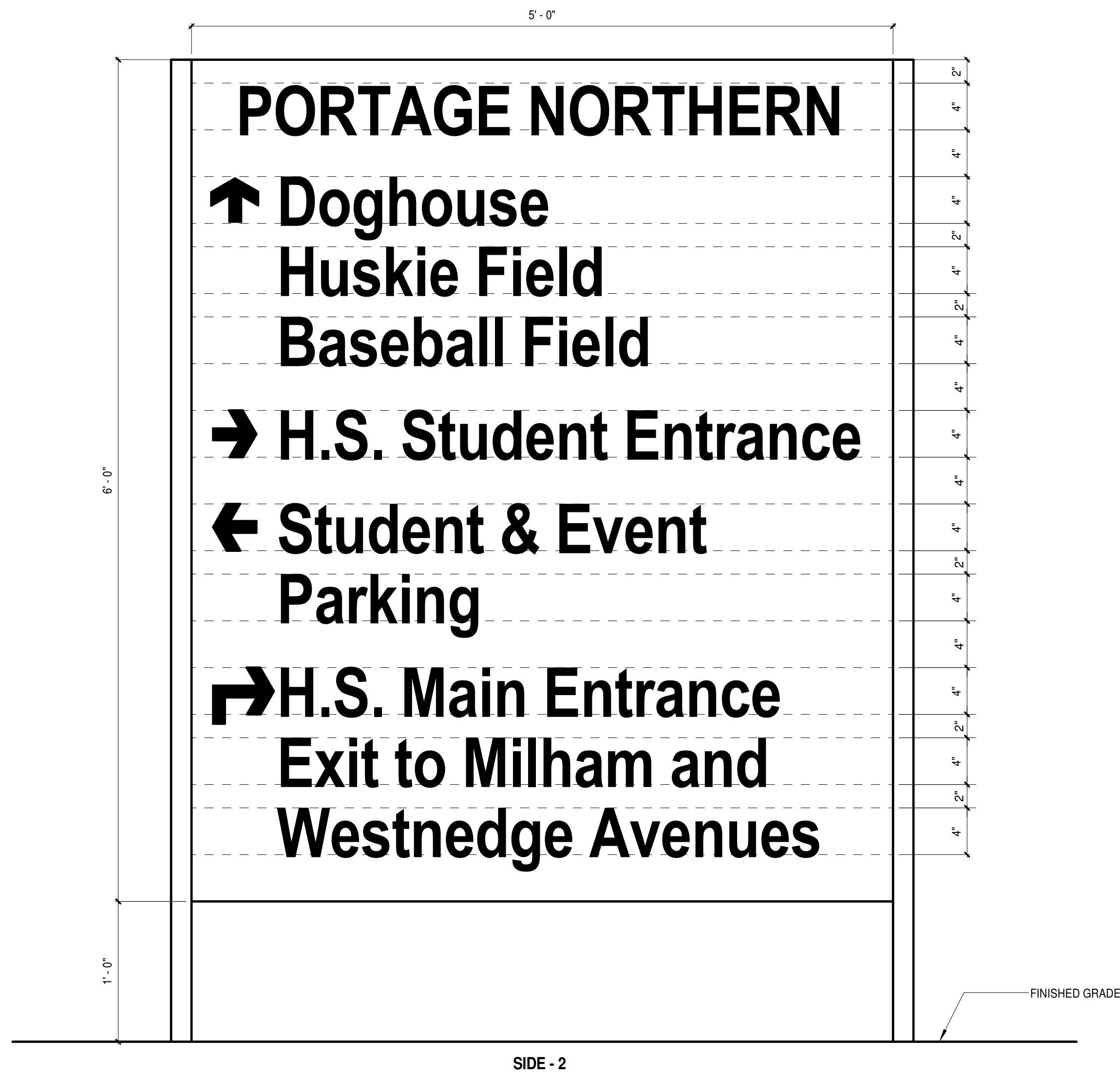
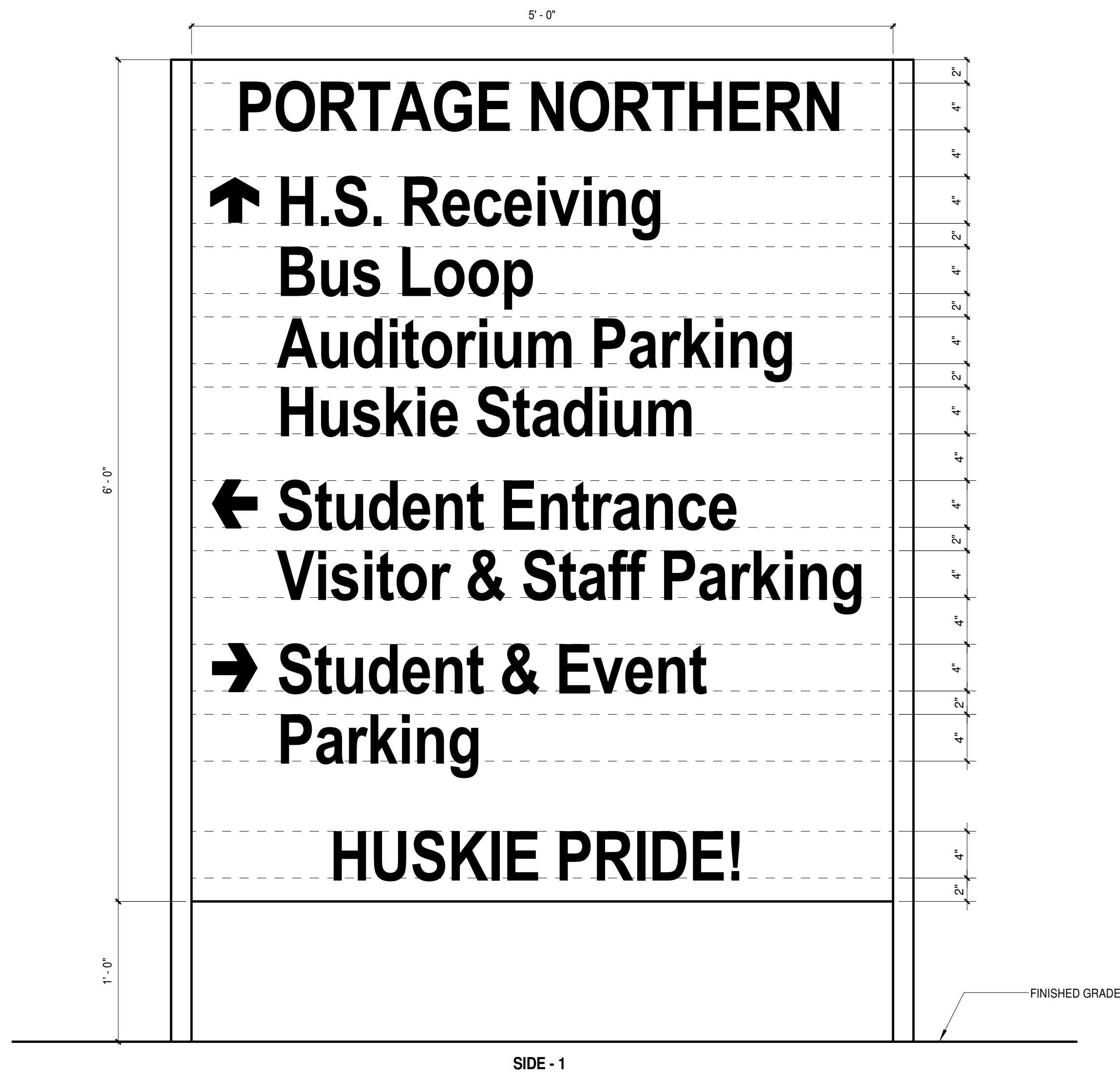
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Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company

\_\_\_\_\_  
Date

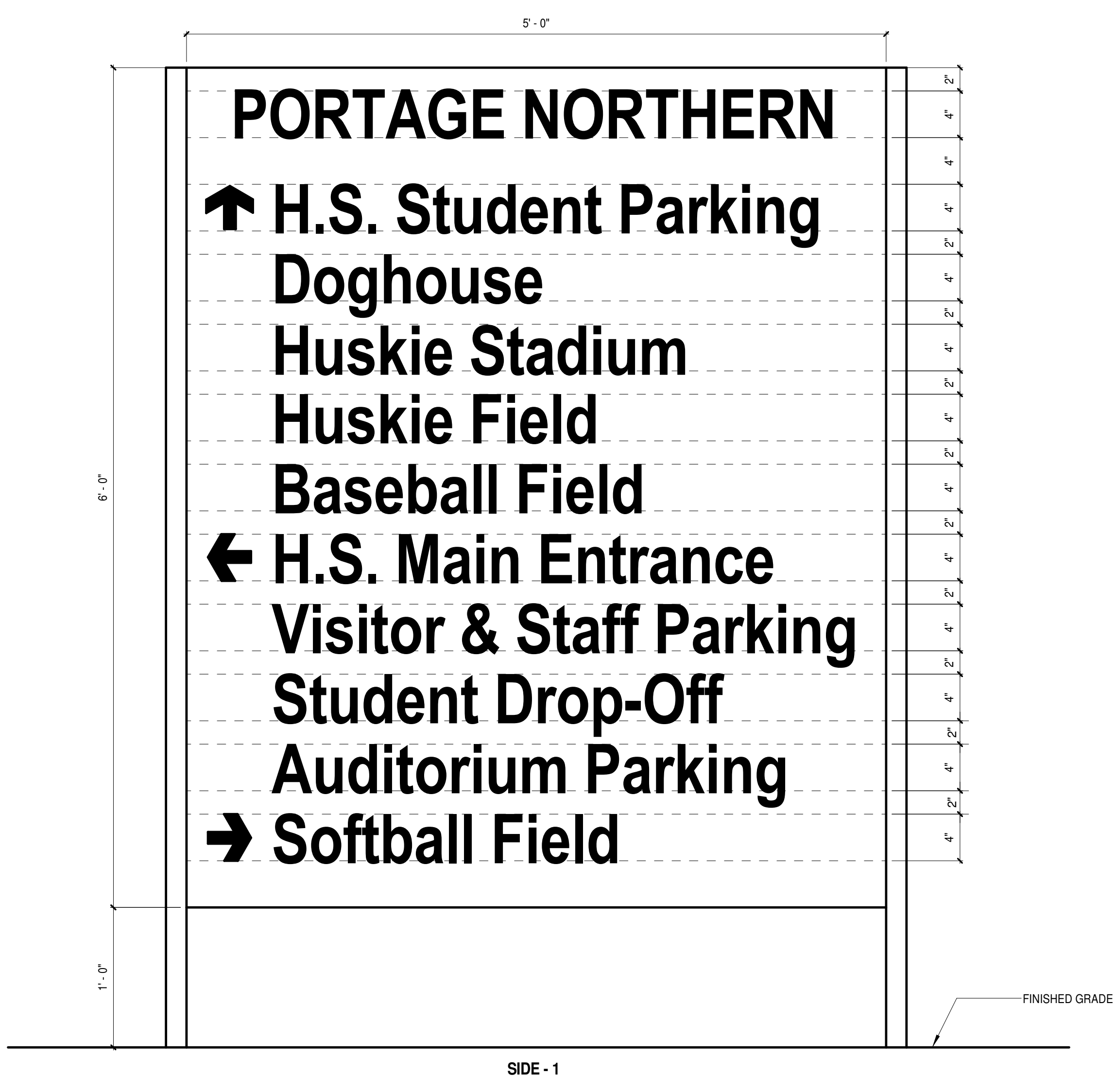




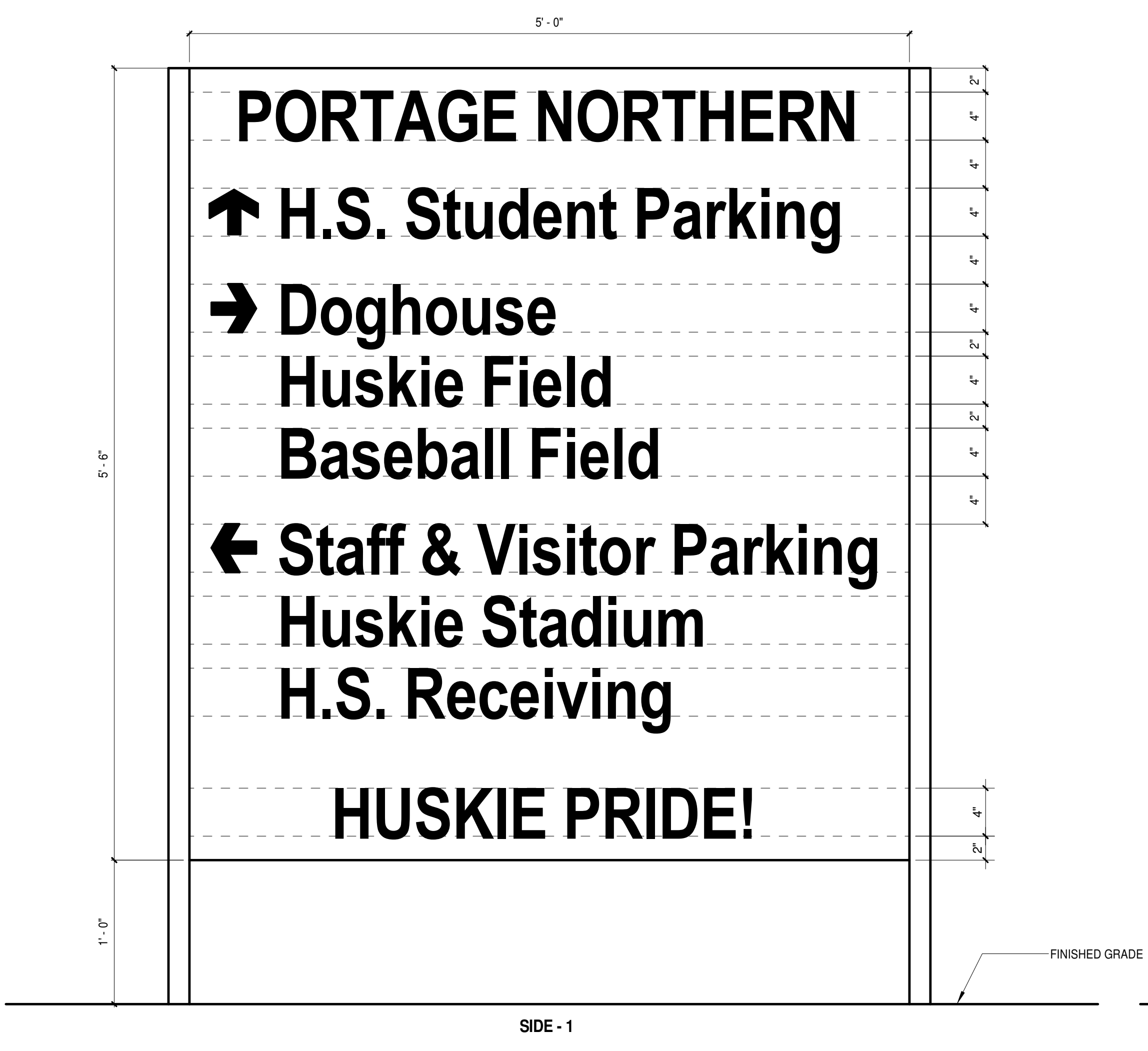
1 EXTERIOR SIGN E  
1 1/2" x 1'-0"

NORTHWEST CORNER OF STAFF PARKING

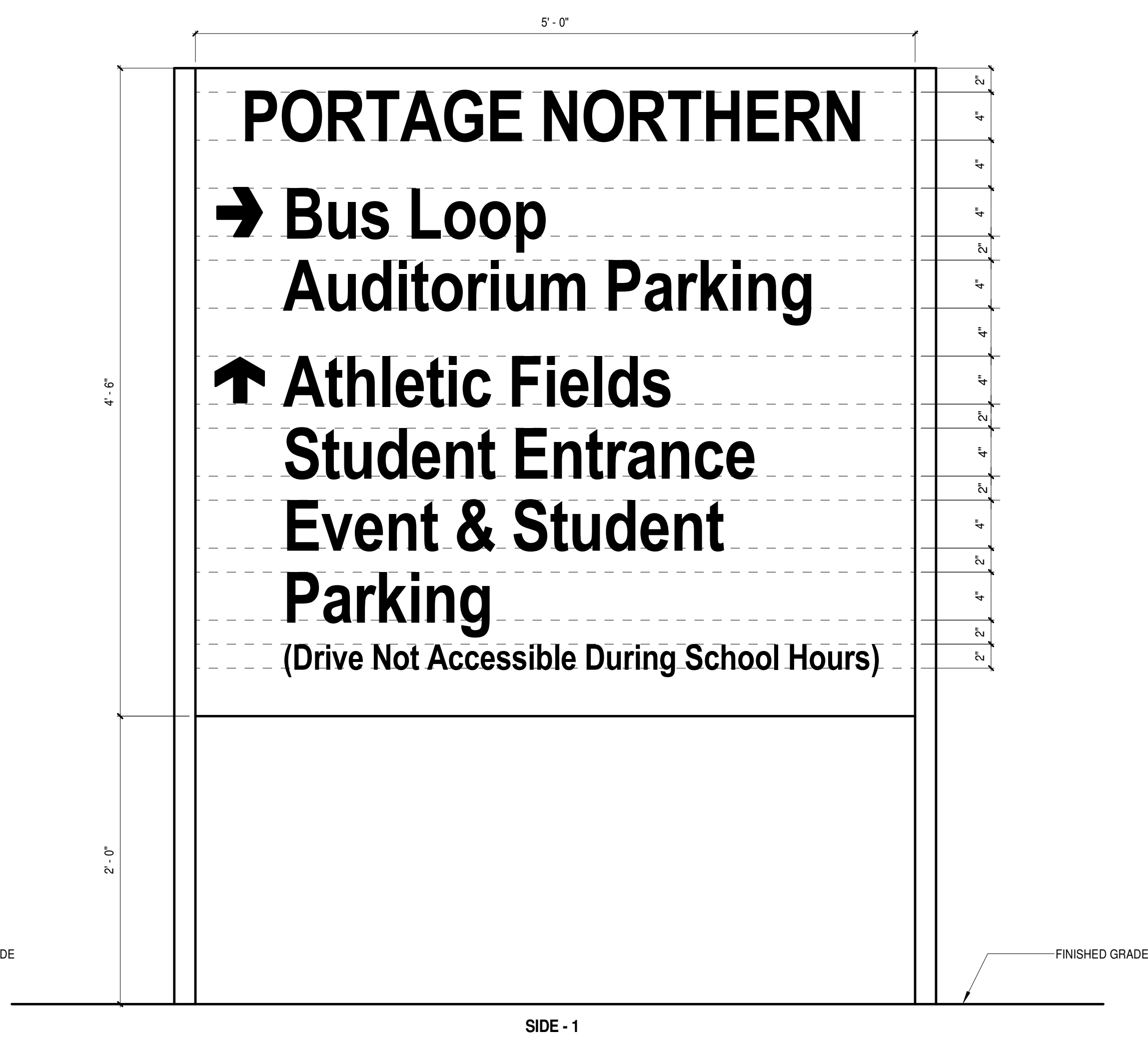
REV.	DESCRIPTION	DATE



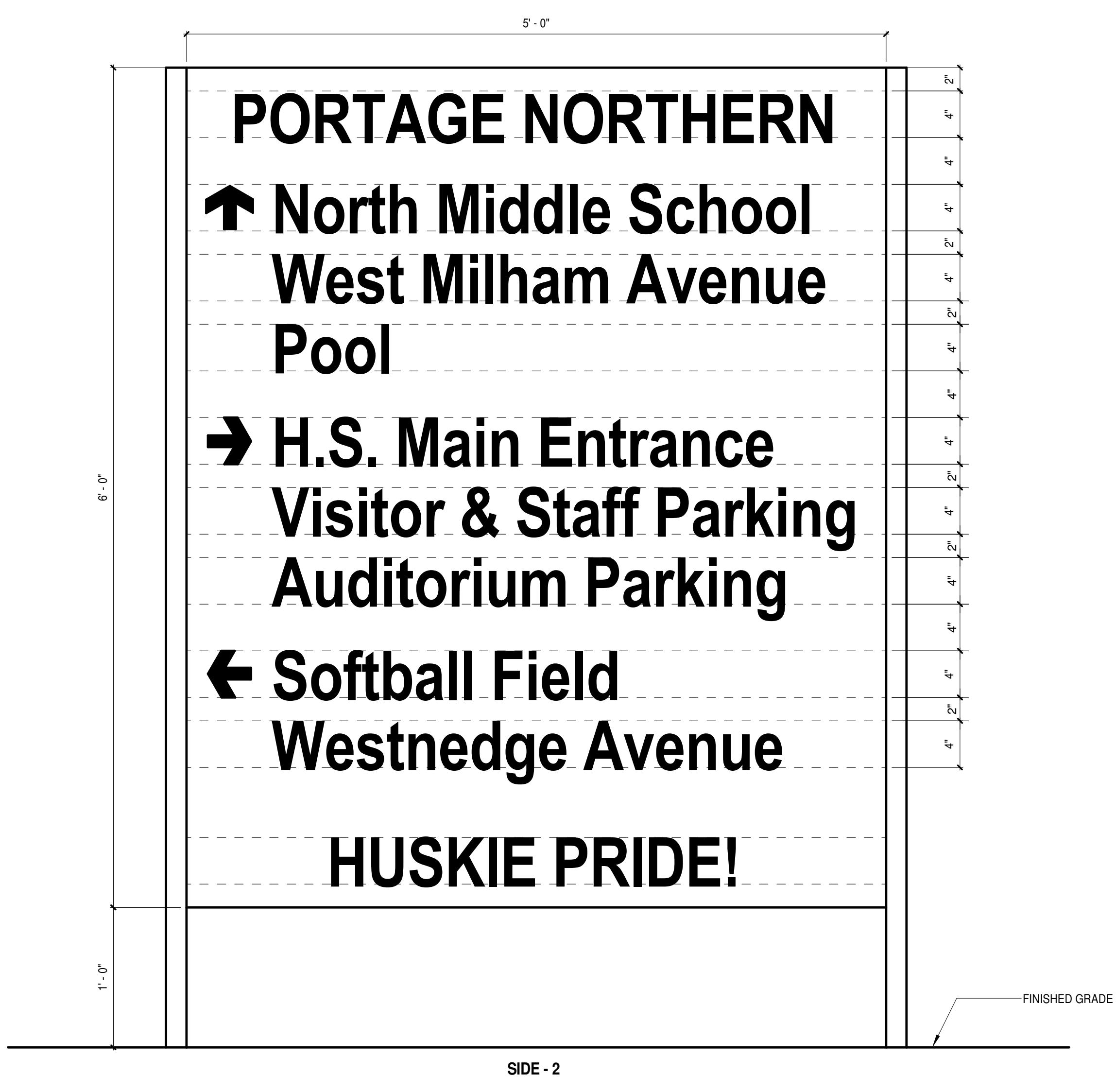
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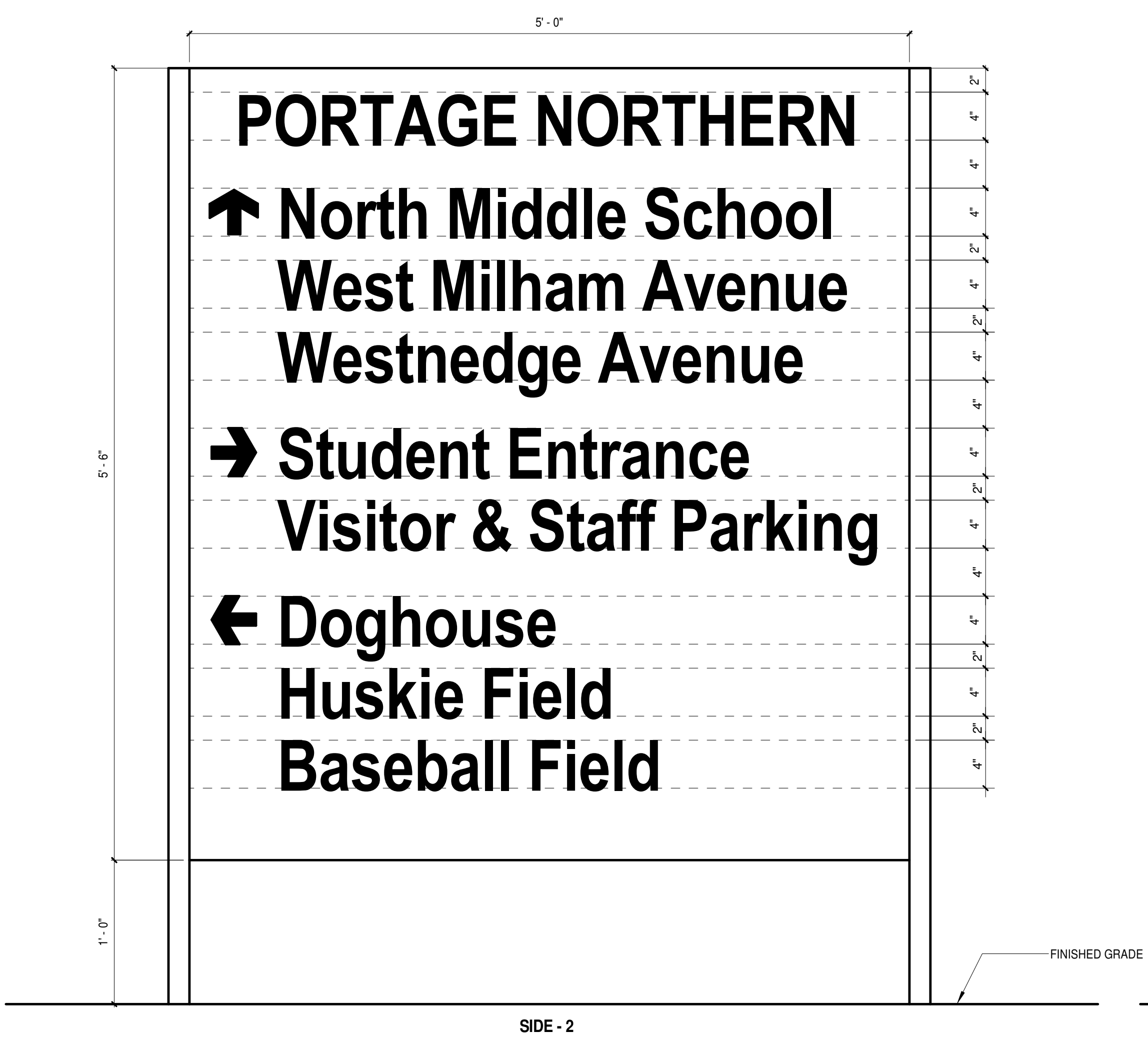
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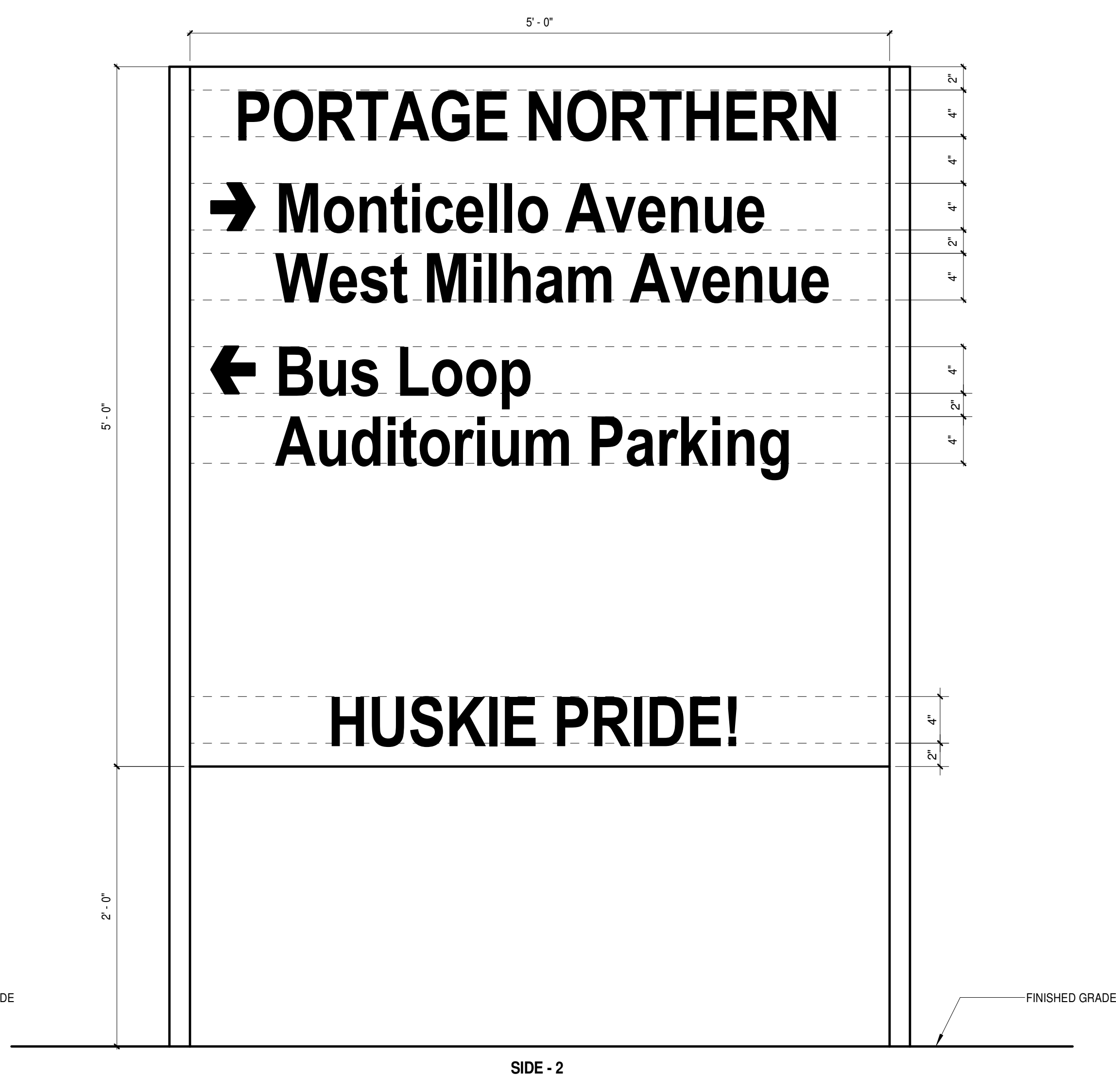
SIDE - 1



SIDE - 2



SIDE - 2



SIDE - 2

1 EXTERIOR SIGN B  
1 1/2" = 1'-0"

IDAHO AND OREGON INTERSECTION

2 EXTERIOR SIGN C  
1 1/2" = 1'-0"

STAFF PARKING NEAR DOGHOUSE

3 EXTERIOR SIGN D  
1 1/2" = 1'-0"

MONTICELLO ENTRANCE AT BUS LOOP