



# INVITATION FOR BID (IFB)

IFB Number	Scope Number	Closing Date	Closing Time	Return IFB Submittal
GC2018092556-6883	6022	1/31/2020	4:00pm EST	bids@synergynds.com

IFB Reference Information:	Marquee Replacement			
Insured Property Owner:	City of Panama City			
Property Location Name:	Martin Theatre			
Address Line 1:	409 Harrison Ave.			
Address Line 2:	Enter Text Here			
City:	Panama City	State:	Florida	Zip Code: 32401

**DESCRIPTION:** Furnish all required labor, materials and equipment necessary to provide Scope-of-Work at the above described location. Work is being authorized under the elected FMIT TurnKey Recovery Program<sup>SM</sup> administered by SynergyNDS on behalf of the Insured Property Owner, a Member of the Florida Municipal Insurance Trust (FMIT).

**SUBMITTAL INSTRUCTIONS:** In support of Procurement Guidelines, the IFB Packet includes specifications and terms & conditions associated with the above referenced project information.

1. Bids shall be received no later than the Closing Date & Time indicated above. Bids received after above deadline or that are not submitted in accordance to Submittal Instructions may be rejected without further explanation or contractor notification.
2. Bid shall be completed and submitted using **ONLY** the Contractor Submittal Form (provided at the end of the IFB Packet).
3. Contractor is responsible to validate all Quantities and Units of Measurements specific to the following scope items &/or products. The information and descriptions provided in the IFB are intended for general guidance purposes only. Contractor may not change or alter any material &/or specifications identified in the IFB for submission purposes without prior written/email notification to: [bids@synergynds.com](mailto:bids@synergynds.com).
4. Contractor has the sole responsibility to ensure that all services and material for BID Submittal (whether stated correctly in the IFB or not) satisfactorily meet all required Codes & Standards, OSHA Guidelines and The Americans with Disabilities Act (ADA).
5. Contractor should also consider the approach (if necessary) in which to stock/store material at the jobsite in a safe and secure manner. SynergyNDS will not be responsible for lost or stolen material, supplies or equipment stocked at the jobsite.
6. Bid award will be made based on best overall LUMP SUM project value as determined by SynergyNDS in accordance to market valuation, project demands, critical path scheduling – as well as overall Insured Member's WorkForce Participation Goals. Contributing factors, in addition to price, may be considered as necessary to help determine bid award based on any additional criteria set forth by the specific FMIT Insured Member.

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7. SynergyNDS reserves the right to modify the IFB Specifications and Terms & Conditions at any time during the bid solicitation process. Timely notice to all bidders will be given via an electronically distributed Addendum.
8. All registered HUB & HUB Zone Contractors, as well as DBEs are encouraged to participate. Additional Contractor Financial Assistance is available to help support daily HUB/DBE Contractor's operations under the terms and condition of a successful contract award.
9. SynergyNDS is an equal opportunity employer and administers all Contracts & Contractor Agreements in accordance to the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a).
10. Contractor is strongly encouraged to schedule a Site Visit of the property as necessary to support the IFB Submittal. All scheduled site visits can be requested at [bids@synergynds.com](mailto:bids@synergynds.com).
11. When a mandatory Pre-BID Meeting is identified and scheduled in a specific IFB, Contractor Attendance is a requirement as part of the Solicitation. Contractors who fail to attend the Pre-BID Meeting will not be eligible to participate in the IFB and subsequent submittal process.
12. Contractor can submit all questions &/or concerns specific to the IFB by email to: [bids@synergynds.com](mailto:bids@synergynds.com).

### **SCOPE-OF-WORK SUMMARY**

Refer to **EXHIBIT A** and any subsequent **ATTACHMENTS** for scope-of-work description that will be included after the IFB Contractor Submittal Form on Page #9.

- \*This IFB is not a Federally Funded Project.
- \*This IFB does not require a Contractor Payment or Performance Bond.
- \*This Project is Sales Tax Exempt through the specific Florida Public Entity.
- \*This IFB does not require a Pre-BID Meeting
- \*This IFB supports workforce participation goals.

**\*\* THE REMAINING PART OF THIS PAGE IS INTENTIONALLY LEFT BLANK \*\***

# **INVITATION FOR BID (IFB)**

## **GENERAL TERMS & CONDITIONS**

1. Contractor shall be responsible for field verifying all conditions, dimensions & quantities prior to IFB Submittal and the implementation of this scope of work. Any Exhibits, Plans, Drawing &/or Other Supporting Documents have been included for general reference purposes only.
2. Contractor is responsible to identify and satisfactorily address all applicable regulatory requirements, including but not limited to Codes & Standards, HUD/DBE Participation Goals & Guidelines and ADA/FHA Specifications.
3. Contractor shall indicate in writing and be responsible to submit to SynergyNDS via email distribution to [projects@synergynnds.com](mailto:projects@synergynnds.com) any request or need for additional 3<sup>rd</sup> Party Assignment as necessary to further identify required codes & standards, scope specifications or public health safety concerns outside of Contractor's professional competence &/or licenses.
4. Contractor is to obtain their own permits and schedule all applicable inspections. Permits can be obtained by contacting the Building Department or other administering entity. Permit Fees are reimbursable direct from SynergyNDS (in addition to contractor's Lump Sum Proposal) if incurred and submitted with proper documentation.
5. Contractor shall prohibit discrimination against staff &/or available workforce based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that Contractor and its subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.
6. Contractor is to abide by all applicable OSHA and project safety requirements and standards. Contractor shall require all employees to utilize proper PPE when applicable, including but not limited to: fall protection harnesses, hard hats, safety glasses, safety foot wear, gloves and etc.
7. Contractor is responsible for submitting applicable project and associated contract documents as defined by Architectural Drawings Specifications, Engineering Requirements, Certificates of Insurance, Change Order Requests and any written or documented deviations from approved scopes-of-work or Contract.
8. Contractor may be asked to provide Material Safety Data Sheets (MSDS) to the Industrial Hygienist of record (for the project) for chemical-based products that will be used including, but not limited to, glues, cleaners, solvents, anti-microbial products, sanitizing agents, etc. The Industrial Hygienist of record retains the right to not allow the use of any of the products selected.
9. Contractor shall be responsible under terms of the Agreement for supplying any and all necessary labor, equipment, tools, materials and travel expense to complete the scope of work unless directed otherwise in the IFB. This includes but is not limited to: Rental Equipment, Dumpsters, Storage Containers, Jobsite Trailer, General Conditions, Associated Expenses, Travel Cost and Overhead & Profit which are to be included in the IFB Contractor Lump Sum Proposal.
10. Contractor shall protect all property from new and supplemental damage during the performance of work. This includes, but necessarily limited to: wall finishes, floor finishes, windows, electrical systems, mechanical systems, communication systems, life safety systems, security systems, HVAC control

## **INVITATION FOR BID (IFB)**

systems, plumbing systems, lighting systems, structurally related components, exterior elements, vegetation, property-of-others, and etc.

11. Contractor shall be responsible for any breakage &/or cleaning of unintended damage, debris, coatings, coverings, overspray and residual caulking from the aforementioned property described above. If affected property can't be successfully cleaned &/or restored to pre-existing condition, SynergyNDS will seek reimbursement from Contractor &/or deduct the appropriate replacement cost from outstanding Invoice Payment (Contract Value).
12. Contractor is EXPECTED to maintain a Clean & Safe Work Environment throughout the lifecycle of the awarded scope-of-work. This includes daily clean-up and organization of the Contractor's work area specific to all material waste, debris, tools &/or equipment. Failure to do so (after 3 documented warnings) can result in back charges to Contractor in the amount of \$25.50 hourly rate with a minimum \$150.00 per day clean-up rate (as determined by the SynergyNDS or the Insured Property Owner).
13. Contractor shall be responsible for securing work area(s) from access by non-authorized building occupants, including all persons not directly part of the restoration, repair and/or rebuild efforts. This includes securing work area(s) as identified in the IFB Scope-of-Work &/or under Contractors control.
14. Contractor shall provide and implement a site-specific health and safety plan to include hazard communication and related OSHA to protect workers as well as the general public with access to the work area.
15. If the Contractor determines that deviations, modifications (change order or supplemental costs) from the initial scope-of-work are required, the Contractor shall submit a written request to SynergyNDS for review and approval prior to start of any additional work not otherwise included in initial BID. The written request will contain, at a minimum:
  - a. Reason for deviation or modification
  - b. Description of deviation or modification
  - c. Project cost addition or subtraction for deviation or modification
  - d. Estimated time required for deviation or modification.
16. Contractor is NOT responsible for any conditions or activities the building owner or employees implemented prior to their arrival to the job site. This includes removal of contents, equipment or personnel from the affected areas to the non-affected areas of the building.
17. During the performance of Contractor's scope-of-work, pre-existing damage to the building, structure, system failures or other anomalies may be found. If this occurs, the Contractor has the responsibility to identify, document and report these deficiencies immediately to SynergyNDS by email notification to [projects@synergynnds.com](mailto:projects@synergynnds.com). Verbal notification &/or discussion only with the Onsite Project Manager is encouraged but not binding. Written documentation must be provided in efforts to comply with the required transparent approach.
18. Contractor is responsible to ensure that their employees &/or its sub-contractors comply with the provisions and terms of the IFB and Contract Agreement.

## **INVITATION FOR BID (IFB)**

**PAYMENT:** Project is managed by SynergyNDS, Inc., under the TML Turnkey Recovery Program. Payments will be made directly to the contractor(s) in accordance with described terms & conditions. Qualified contractors may be eligible for an upfront material deposit or progress payments as determined prior to BID AWARD. **Contractor must be registered in the MVP (Managed Vendor Program) whereby required contractor documents must be uploaded to the database. There is annual \$49.95 processing fee as part of the initial contractor vetting and background check.**

**PAYMENT TERMS:** Payments will be made after inspection and approval of work by SynergyNDS, City Building Official &/or Insurance Adjuster. Accurate invoices and required project documentation must be submitted to SynergyNDS for project audit prior to payment. \*Material Deposits &/or Advanced Payments require Contractor to complete online registration in the Managed Vendor Program (MVP). MVP has an annual \$49.99 Registration Fee to be part of the Contractor Direct Repair Program. Material Deposits &/or Advanced Payments will require a 2% Invoice Payment Discount.

**HOLD HARMLESS:** To the fullest extent permitted by law, the Contractor/Vendor shall indemnify, defend, and hold harmless SynergyNDS, Inc & TML, their officers, agents, employees, elected, and appointed officials, Insurance Representatives and volunteers from and against any and all claims, losses or liability, including attorney's fees, arising from injury or death to persons or damage to property occasioned by any act, omission, or failure of the Contractor/Vendor and any of its officers, agents, employees, and volunteers in satisfying the terms required by this contract.

**RIGHT TO ACCEPT, REJECT AND WAIVE DEFECTS:** SynergyNDS &/or Contracting Agent reserves the right to: reject all quotations; waive formalities, technical defects, and minor irregularities; accept the quotation (if any) deemed most advantageous to and in the best interests of Insured Members of FMIT. Award will be based on price, contractor's daily performance capabilities, availability to provide the specified services when required &/or in accordance to critical path scheduling.

**DAMAGES:** Contractor will be held liable for any damage caused to the building and ancillary structure, and/or injury to the occupants resulting from the execution of the work or from not exercising proper precautionary protective measures. Any cost of repair/replacement resulting from damages shall be at the Contractor's expense.

**WORK-SITE PRACTICES:** Contractor's workers, as well as the various trade contractors entering or leaving the work area, will all attend a site-specific safety meeting as well as daily safety meetings prior the scheduled workday. Contractor's workers entering or leaving the work area will don or remove personal protective equipment and clothing in the staging area outside of each work area. All debris & trash in the work area will be removed and disposed.

**WORKER PERSONAL PROTECTION EQUIPMENT:** The National Institute for Occupational Safety and Health (NIOSH) provides the following interim guidelines and warnings to restoration workers.

- a) Steel toed leather boots should be worn. Tennis shoes or sneakers should *not* be worn because they will transfer contamination and will not prevent punctures, bites, or crush injuries.
- b) Goggles, safety glasses with side shields or full-face shields shall be used when performing restoration related activities that involve demolition, cutting or the use of ANY power tools. Sun/glare-protective

## **INVITATION FOR BID (IFB)**

lenses may be needed in some work settings. The use of goggles or protective eyewear should also be worn during the application of any cleaners, sanitizers or disinfectants.

- c) Soft hat or another protective head cover. Wear an American National Standards Institute (ANSI) rated hardhat if there is any danger of falling debris or electrical hazards.
- d) Hearing protection (when working in an environment with any noise that you must shout over to be heard).
- e) Comfortable, form fitting, light weight clothing including long pants and a long-sleeved shirt or coveralls. Additional PPE, respiratory protection, or clothing may be required when specific exposure hazards are identified or expected at the work site. In some instances, the protective ensemble components (garment, boots and gloves) may need to be impervious to contaminated flood or other site-specific chemical, physical, or biological hazards. In all instances, workers are advised to wash their hands with soap and clean water, especially before eating or drinking. Protect any cuts or abrasions with waterproof gloves and dressings. The use of insect repellent, sun block and lip balm may also be required for some work environments. Drink plenty of bottled water and take frequent rest breaks to avoid overexertion.

**THERMAL STRESSES: HEAT:** Workers are at serious risk for developing heat stress. Excessive exposure to hot environments can cause a variety of heat-related problems, including heat stroke, heat exhaustion, heat cramps, and fainting. To reduce the potential for heat stress, drink a glass of fluid every 15 to 20 minutes and wear loose- fitting clothing. Additionally, incorporate work-rest cycles into work routines and when possible distribute the workload evenly throughout the day.

\*\*\*\*Temporary cooling to the work areas shall only be authorized by the owner's representative based on the actual need for the work being performed. Where the conditions allow for the operation of part or all of the ventilation systems serving the work area then the need for temporary cooling is NOT necessary. The work area should be maintained at conditions that meet OSHA requirements for health and safety.\*\*\*\*

**WORKING IN CONFINED SPACES:** If you are required to work in a boiler, furnace, pipeline, pit, pumping station, septic tank, sewage digester, storage tank, utility vault, well, or similar enclosure, you should be aware of the hazards of working in confined spaces. A confined space has one or more of the following characteristics:

- a) limited openings for entry or exit;
- b) unfavorable natural ventilation; or
- c) Is not designed for continuous worker occupancy.

Toxic gases, a lack of oxygen, or explosive conditions may exist in the confined area, resulting in a potentially deadly atmosphere. Because many toxic gases and vapors cannot be seen or smelled, never trust your senses to determine if safe entry is possible. **Never** enter a confined space unless you have been properly trained, even to rescue a fellow worker! If you need to enter a confined space and do not have the proper training and equipment, contact your local fire department for assistance.

## **INVITATION FOR BID (IFB)**

**CONTRACT IMPLEMENTATION:** Contract will be awarded upon review of all bids and proposals received by SynergyNDS. Initiation of intent-to-contract with Contractor will be engaged upon email notification and signed/returned Contractor Agreement Form. Contract-in-full will occur upon SynergyNDS receipt of all required documentation including but not limited to:

- a) Performance Bond &/or Payment Bond (If Required)
- b) Certificate of General Liability Insurance
- c) Certificate of Auto Insurance
- d) Certificate of Worker's Compensation or Letter of Exemption
- e) Contractor's W-9
- f) State Licenses

Further description of insurance requirements is listed in "Insurance & Licensing Requirements." No material deposits &/or payments will be made to Contractor until all required documentation has been received.

**ASSIGNMENT OF CONTRACT:** Contractor shall not assign the contract or any part thereof to any person, firm, corporation or company unless such assignment is approved in writing by SynergyNDS. Such acceptance shall be at the sole discretion of the SynergyNDS upon request of the Contractor. Upon approved and executed Transfer-of-Contract-Agreement, Contractor will be responsible for the coordination and hand-off of work/trades with the newly Assigned Contractor. Failure to coordinate this work will not relieve original Contractor of their obligations and shall not constitute additional cost as governed by the Lump Sum Contract Award.

**ASSIGNMENT OF CONTRACTOR:** Contractor is responsible for supplying all required Personal Protective Equipment (PPE), including but not limited to the furnishing and appropriate use of: hard hat(s), safety glasses, face shields, ear plugs, gloves, boots, fall protection (where required), breathing protection (where required), tie off ropes/apparatuses/points (where required), fire extinguishers, first aid kits, etc. Contractor is required to be familiar with and follow all OSHA and State of Florida's safety requirements.

- a) Contractor is to hold daily jobsite safety meetings that review the work to be performed, the hazards involved and the methods for reducing and eliminating such hazards, as well as maintain meeting records, - including attendance lists, which shall be kept onsite and available for SynergyNDS review at all times. Contractor shall be solely liable for any and all OSHA violations associated with his/her employees.
- b) SynergyNDS reserves the right to hold weekly progress meetings for which the Subcontractor shall attend. Contractor shall be responsible for daily cleanup of the work performed herein. Failure to cleanup daily after trade will result in cleanup supplementation at Contractor's cost. Twenty-Four (24) hour notice will be given prior to supplementation. Contractor shall be responsible for delivery, loading, unloading, storage, protection, etc. of all work provided herein.

**ENERGY EFFICIENCY:** The Contractor shall comply with all mandatory standards and policies relating to energy efficiency which are contained in the energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub.L. 94-163) for the State in which the work under this contract is performed.

## **INVITATION FOR BID (IFB)**

**PROCUREMENT OF RECOVERED MATERIALS:** In accordance with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, the Contractor shall procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition. The Contractor should procure items designated in the EPA Guidelines that contain the highest percentage of recovered materials practical unless the Contractor determines that such items:

- a) are not reasonably available in a reasonable period of time;
- b) fail to meet reasonable performance standards, which shall be determined on the basis of the guidelines of the National Institute of Standards and Technology;

**FAILURE TO COMPLY:** For failure to deliver in accordance with specifications, SynergyNDS may cancel the contract or any part thereof and purchase services on the open market, charging any additional cost to the Contractor. Contractor shall comply with all applicable state, federal and local codes, and pay all permits, licenses and certificates, and other fees as required by the work.

**INSURANCE & LICENSING REQUIREMENTS:** Before starting work, the Contractor will provide SynergyNDS proof of Worker's Compensation and Commercial and Public Liability Insurance. The Contractor must be licensed to do business in the State of Texas and SynergyNDS must be named as an additional insured on general liability insurance certificate. Contractor will need to go to [www.syngerynds.com](http://www.syngerynds.com) and complete the initial registration for the Managed Vendor Program (MVP). Contractor will be required to upload the following information (when applicable) prior to contract award and eligible material deposits.

- a) The Contractor will carry Worker's Compensation Insurance for all employees engaged in work at the site, in accordance with State or Territorial Worker's Compensation Laws.
- b) Commercial and Public Liability with bodily injury and property damage limits will be at a combined single limit of at least \$500,000 to protect the contractor and each subcontractor against claims for injury to or death of one or more persons.
- c) Automobile Liability on owned and non-owned motor vehicles used on the site(s), or in connection with the sites, for a combined single limit for bodily injury and property damages of not less than \$500,000.00 per occurrence.
- d) Builder's Work Insurance limit of at least \$5,000.00 per occurrence and \$10,000.00 aggregate.
- e) Professional Liability \$1,000,000 per occurrence (if applicable).

Contractor will not allow insurance coverage to lapse and will provide SynergyNDS with updated Certificates of Insurance as necessary. All policies must provide that at least thirty (30) days' notice of cancellation will be given to SynergyNDS. All Contractor employees &/or subcontractors are bound by the Insurance Requirement. Contractor is the sole responsible party for all its Employee &/or SubContractor infractions, accidents, damages and all general liability concerns that occur, whether directly or indirectly, as related to Contracted Scope-of-Work.

**The certificate holder(s) must be noted as:**

Synergy NDS, Inc.  
1400 Sarno Rd  
Melbourne, FL 3293



# INVITATION FOR BID (IFB)

## GC2018092556-045001-Exhibit A

**Project Summary:** The Martin Theatre is a landmark for the Downtown area of Panama City. The Martin Theatre sustained damages as a result of Hurricane Michael. Damages include the roof, exterior wall finishes, exterior wall framing, window glazing, doors, and all interior finishes. Interior finishes have been removed during remediation work. Purpose of the Invitation for Bid is to solicit bids for the purpose of replacing the Martin Theatre marquee sign and associated items as listed out below.

**Bidding Information:**

Bids are to be returned to: [bids@synergynds.com](mailto:bids@synergynds.com)

This bid only for the marquee sign and associated items No other work mentioned in the bid specification binder is to be included in the contractors bid.

Two (2) line items for bid pricing are to be provided. Option A bid price for snap lock marquee board. Option B is for a digital marquee board in lieu of the snap lock marquee board. Bid is to be provided as a Lump Sum pricing for each option. Unit pricing for snap lock letters to be included.

**Request for Information:**

Questions or requests for information can be obtained by emailing [bids@synergynds.com](mailto:bids@synergynds.com)

**Location:**

Martin Theatre  
409 Harrison Ave.  
Panama City, FL 32401

Bid packets shall include the following:

- 1) Completed IFB Form
- 2) Copies of Florida Licenses'.
- 3) Letter stating ability to bond for the value of the project.
- 4) All proposed materials to be used with manufacture warranty information.
- 5) Product date information sheet.
- 6) Florida Product Approval Sheet for all proposed materials to be used.
- 7) Proposed timeline for project from beginning of project to completion.
- 8) References for completion of similar scope and size of project with similar materials.

**Work Scope:**

- Contractor shall coordinate all work with SynergyNDS.

# INVITATION FOR BID (IFB)

## GC2018092556-045001-Exhibit A

- Contractor shall construct framework as identified in the attached drawings.
  - Frame shall be sufficient to support the marquee.
- Option A:
  - Sign to be constructed and installed according to the attached documents.
  - Contractor shall provide unit pricing for 10" black snap lock letters and number.
    - Specifics for quantities of letters and numbers to be determined at a later date.
  - Contractor shall install all neon tubes as indicated.
    - All required items for neon to properly function shall be included.
  - Contractor shall note that the center front "MT" logo is a functioning clock.
    - See note #1 (Blue circle 1)
- Option B:
  - Sign shall be constructed and installed according to Option A with the change that marquee board and center logo shall all be a digital marquee board in lieu of snap lock letters.

### **Reminder Notes:**

1. Contractor is responsible to validate all quantities and units of measurements specific to the scope items above. Information above is intended as a general guidance purpose only.
2. Contractor has the sole responsibility to ensure that all services and materials for bid submittal meet all codes and standards. This include that all work must be completed in order to meet all codes and standards.
3. Contractor should also consider method to stock/store materials at the jobsite in a safe and secure manner. SynergyNDS will not be responsible for lost or stolen materials, supplies, or equipment from the location.
4. Contractor is strongly encouraged to schedule a site visit of the property as necessary to support the IFB submittal.
5. Contractor can submit request for site visit, all questions &/or concerns to the specific IFB by emailing: [bids@synergynds.com](mailto:bids@synergynds.com)



## **Addendum No. 1**

Date: **December 23, 2019**

**Project:** Exterior Renovations to the Martin Theatre

**DAG Project #:** 19058

### **1A-1 Drawings**

1. The following drawings are being issued for this addendum.
  - a. Sign manufacturer drawing #1 - Marquee Option A readerboard
  - b. Sign manufacturer drawing #2 - Marquee Option B readerboard. Add alternate option to provide digital marquee boards in lieu of channel logo and channel letters in Option A readerboard.
  - c. Sign manufacturer drawing #3 - Theater Marquee frame
  - d. Sign manufacturer drawing #4 - Theater Marquee sections
  - e. Sign manufacturer drawing #5 – Illuminated Building Cabinet at Grace Ave. façade

### **1A-2 Specification**

1. The following specification sections shall be added to Project Manual in full.
  - a. Section 100000 – Specialties (Theater Marquee)

#### **Attachments:**

##### **Drawings:**

Sign manufacturer drawing #1 - Marquee Option A readerboard  
Sign manufacturer drawing #2 - Marquee Option B readerboard.  
Sign manufacturer drawing #3 - Theater Marquee frame  
Sign manufacturer drawing #4 - Theater Marquee sections  
Sign manufacturer drawing #5 – Illuminated Building Cabinet

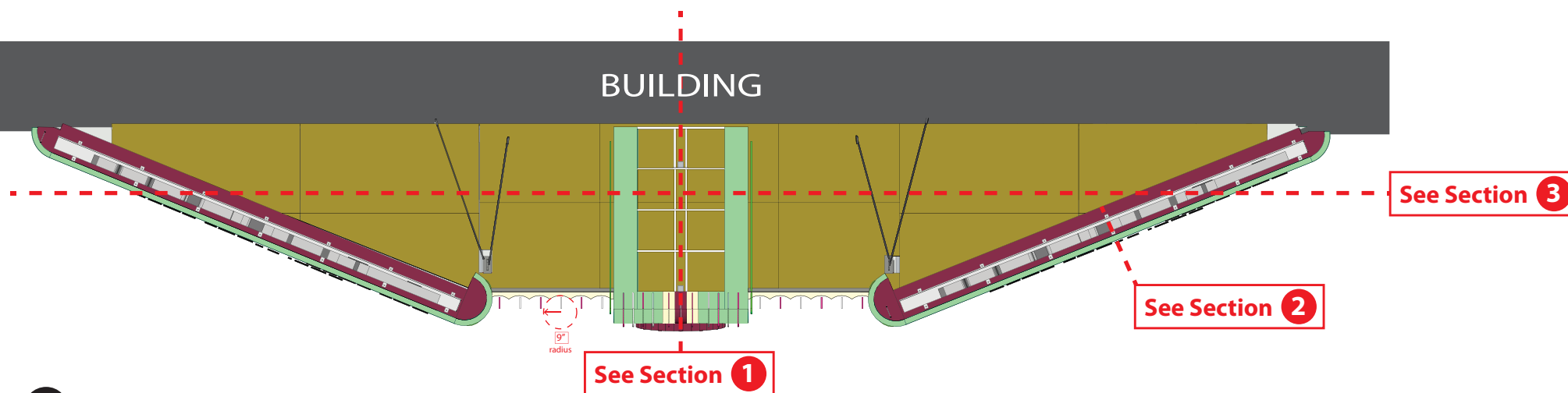
##### **Specifications:**

Spec Section 100000 – Specialties (Theater Marquee)

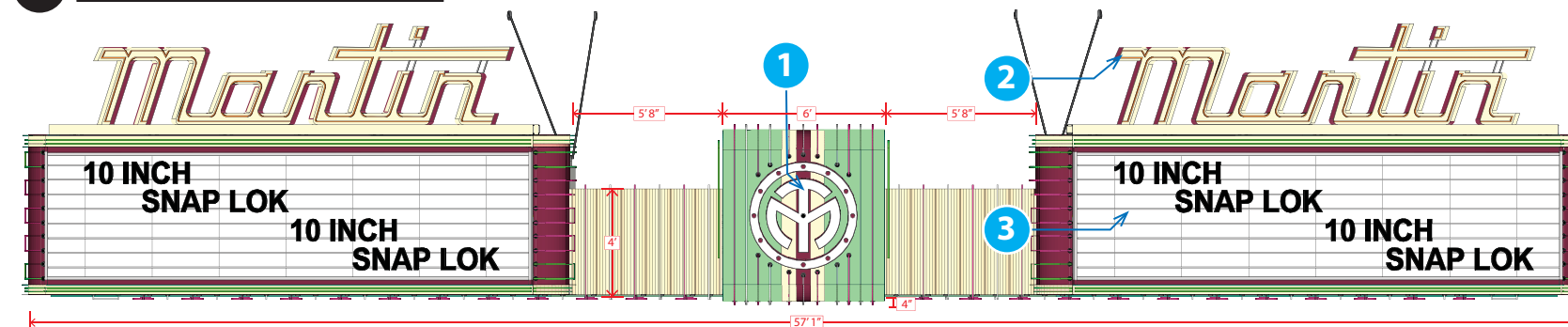
### **End of Addendum No. 1**

Destin  
Tallahassee  
Pensacola  
Panama City  
Panama City Beach

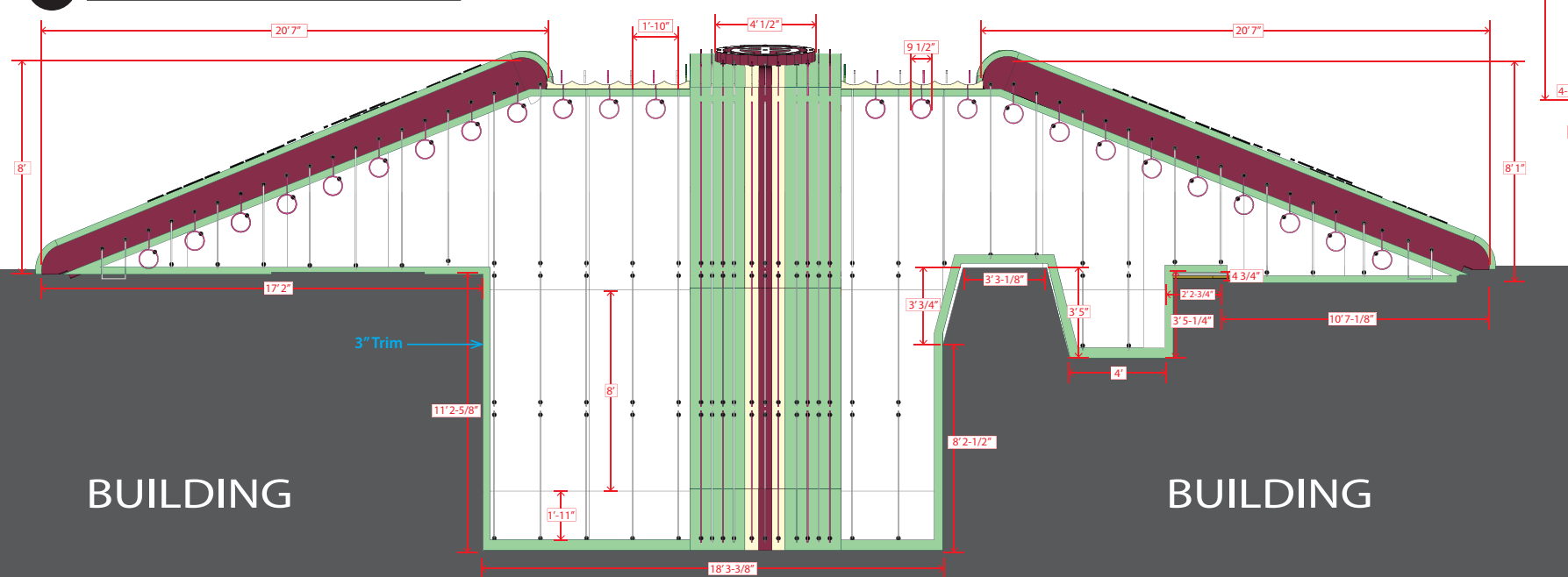
## A Entire Structure - Top



## B Entire Structure - Front



## E Entire Structure - Bottom



## 3 SNAP LOK EXAMPLE



option  
**A**

Customer / Job Site

**DAG Architects**

409 Harrison Ave,  
Panama City, FL 32401

Scope of Work

**Theater Marquee  
Renovations and  
Additions  
(OPT A - Readerboard)**

--New Tubular Steel  
Sub-Frame As Required  
w/ .125 Alum Skin

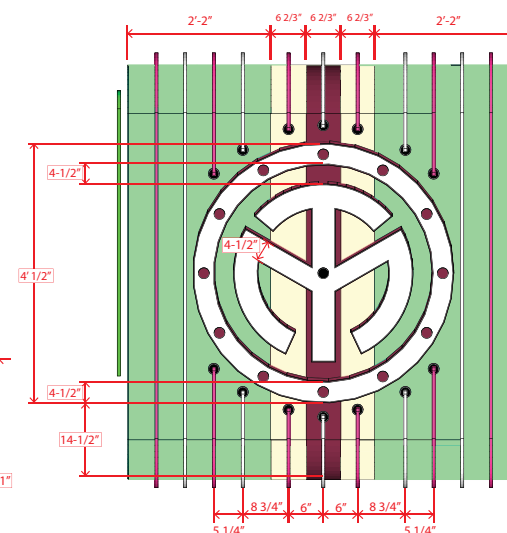
**15mm Neon**  
--Veep Green (argon)

--standard 6500 white  
(argon)

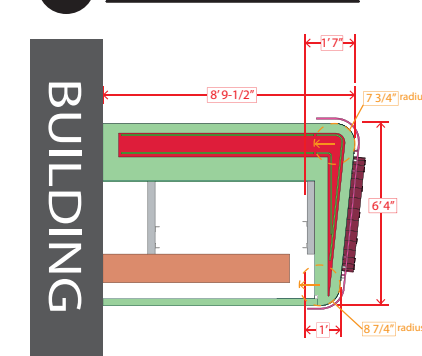
--Pink Neon

--Clear Red

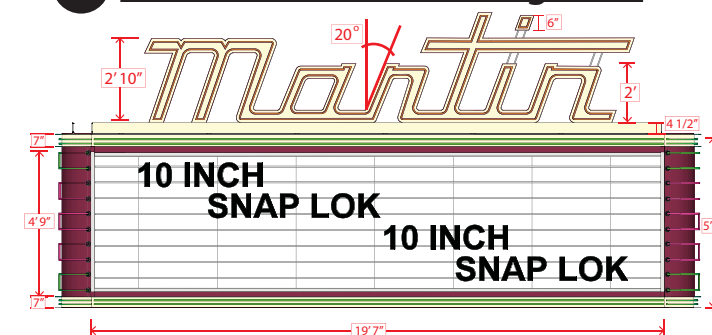
## C Center - Front



## D Center - Profile



## F Left Readerboard - Straight-on



**1**

CHANNEL LOGO SPECS	
MOUNTING:	individual
LED COLOR:	White
RETURN SPECS:	DEPTH: 5" COLOR: Burgundy
FACE SPECS:	FACE COLOR: White TRIM COLOR: Burgundy
LETTER HEIGHT:	4' 1/2"
TRIM COLOR:	White

**NOTES**  
Rotating Clock Arm by  
Sign Contractor

**2**

OPEN FACE CHANNEL LETTERS SPECS	
MOUNTING:	Raceway
RACEWAY COLOR:	Cream
NEON COLOR:	Clear Red
RETURN SPECS:	DEPTH: 6" COLOR: Cream / burg
LETTER HEIGHT:	Varies

**3** - Polycarbonate face  
with Gemini changeable  
copy rails

- Dimensional Prismatic  
Faced "Snap Lok"  
vacuum formed letter  
(black 2025 finish)

- Include full font kit  
with sorted bin

- Include slotted  
change arm at 16'  
length

This design belongs to the ACE SIGN CO. and becomes the property of the customer only upon completion of an order, and is otherwise not to be used in whole or in part without written permission of ACE SIGN CO. • 2540 S. 1ST ST. • SPRINGFIELD, IL 62704 • 217 522-8417

**JOB#: 98875.a**  
designed by: lg

PROOF DATE: 12/17/19 SCALE: NTS

☐ APPROVED AS/IS ☐ APPROVED W/ CHANGES ☐ RE-DRAW W/ CHANGES

**ACE Sign CO.**

REF: ##### note

\*Proofs will predict design layout, text accuracy, image proportion and placement. Colors on a digital screen or printed proof may not reflect actual color.  
11" x 17" paper size

option  
**B**

Customer / Job Site

**DAG Architects**

409 Harrison Ave,  
Panama City, FL 32401

Scope of Work

**Theater Marquee  
Renovations and  
Additions**

**(OPT B - Readerboard)**

--New Tubular Steel  
Sub-Frame As Required  
w/ .125 Alum Skin

**15mm Neon**

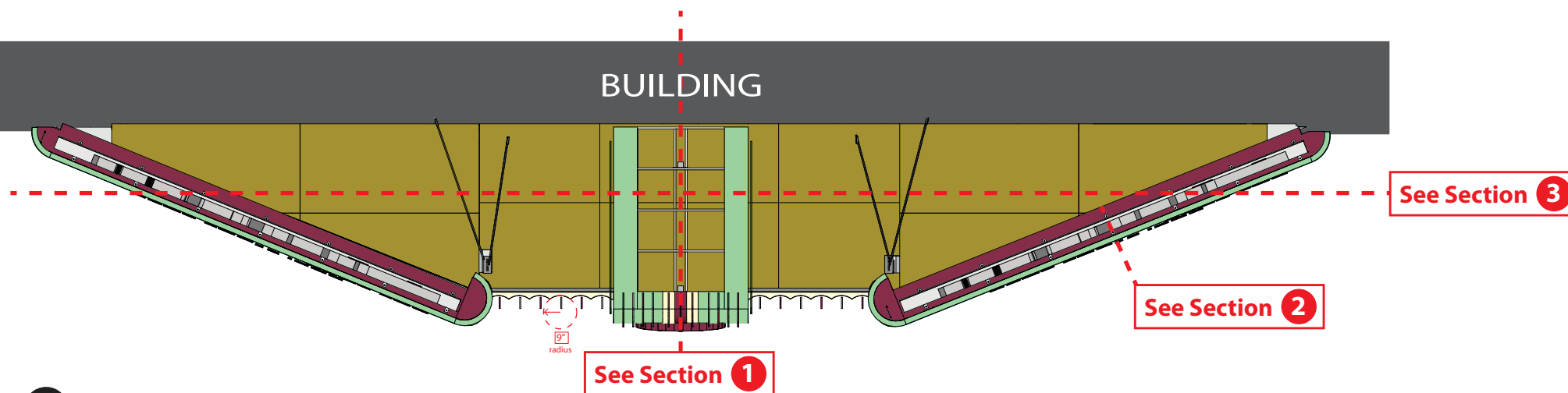
--Veep Green (argon)

--standard 6500 white  
(argon)

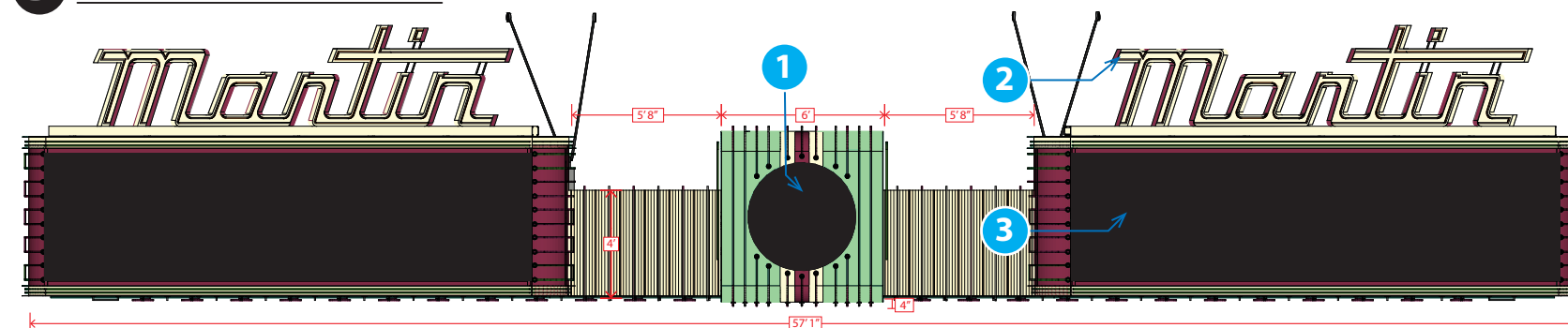
--Pink Neon

--Clear Red

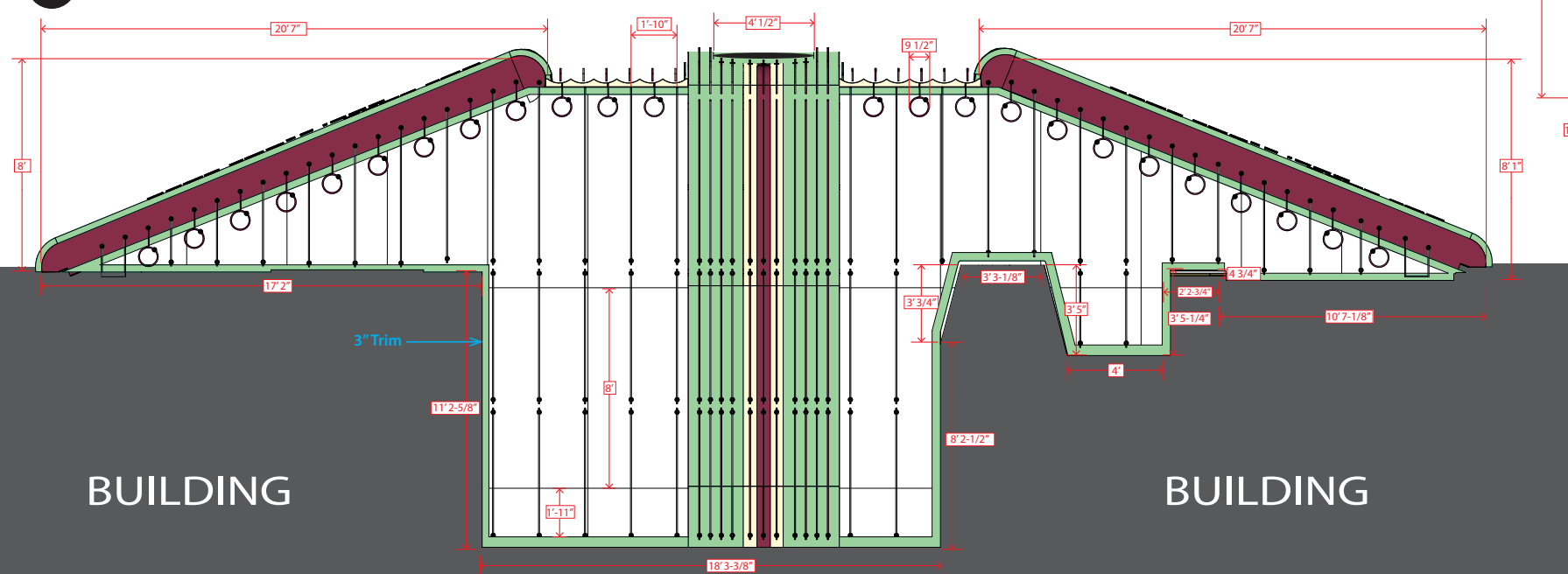
**A Entire Structure - Top**



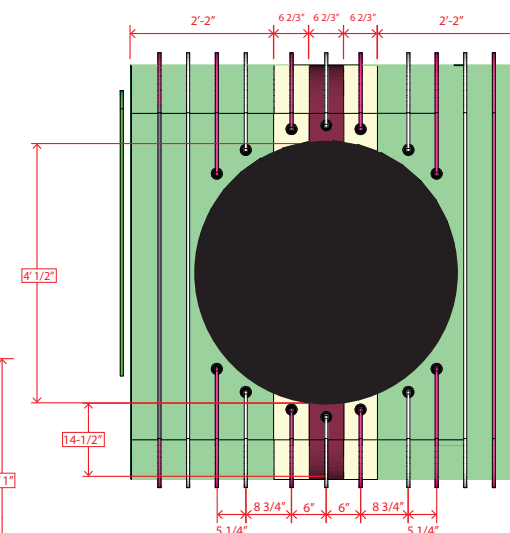
**B Entire Structure - Front**



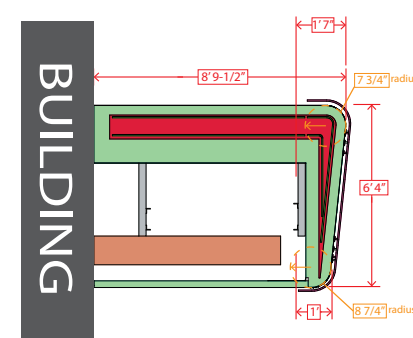
**E Entire Structure - Bottom**



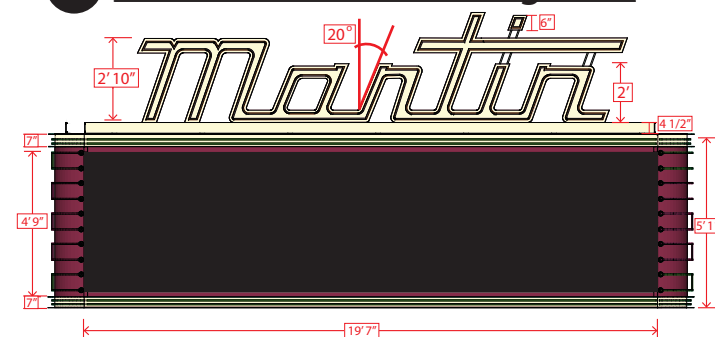
**C Center - Front**



**D Center - Profile**



**F Left Readerboard - Straight-on**



CUSTOM CIRCLE 16mm EMC SPECS	
COLOR:	full color
RESOLUTION:	16mm
OVERALL SIZE:	5'5" x 5'3"
DISPLAY SIZE:	5' x 5'
COMMUNICATION:	broadband
PIXEL MATRIX:	90 x 90

NOTES	
Laser cut .125 Aluminum circle with welded .080 return & inset custom EMC.	

OPEN FACE CHANNEL LETTERS SPECS	
MOUNTING:	Raceway
RACEWAY COLOR:	Silver Metallic
NEON COLOR:	Clear Red
RETURN SPECS:	5" Silver Metal
LETTER HEIGHT:	Varies

16mm EMC SPECS	
COLOR:	full color
RESOLUTION:	16mm
OVERALL SIZE:	5'5" x 19'3"
DISPLAY SIZE:	5' x 19'
COMMUNICATION:	broadband
PIXEL MATRIX:	90 x 342

10mm EMC SPECS	
COLOR:	full color
RESOLUTION:	10mm
OVERALL SIZE:	5'5" x 19'3"
DISPLAY SIZE:	5' x 19'
COMMUNICATION:	broadband
PIXEL MATRIX:	150 x 570

**ACE Sign CO.**

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**JOB#: 98875.b**

designed by: lg

PROOF DATE: 12/17/19

SCALE: NTS

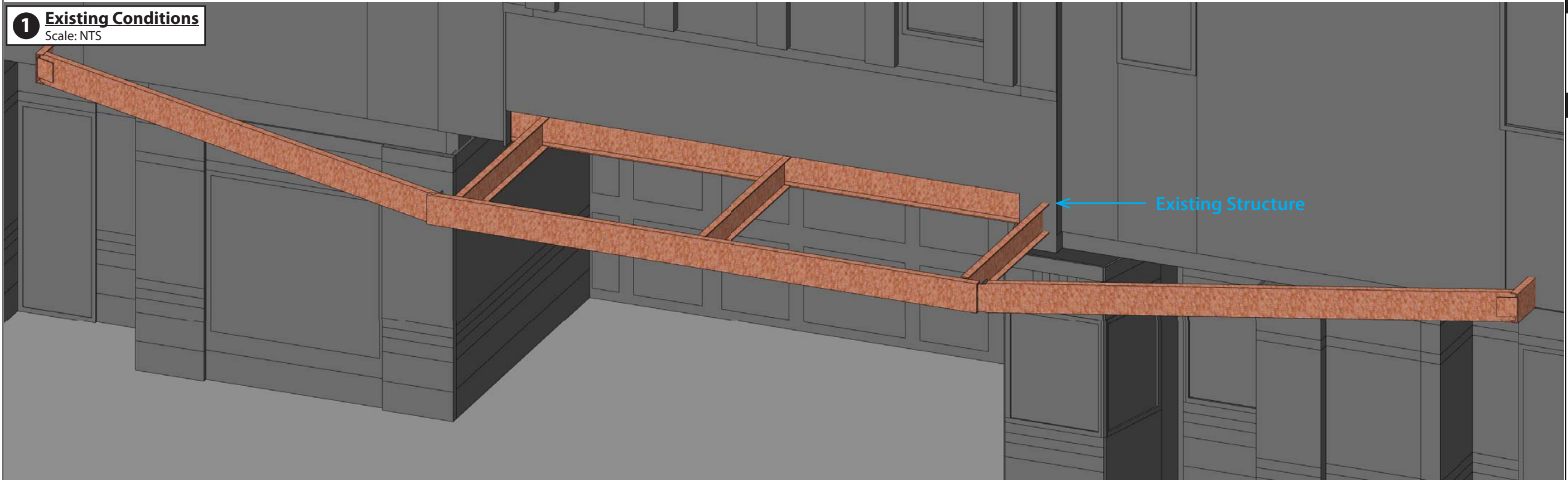
☐ APPROVED AS/IS ☐ APPROVED W/ CHANGES ☐ RE-DRAW W/ CHANGES

REF: ##### note

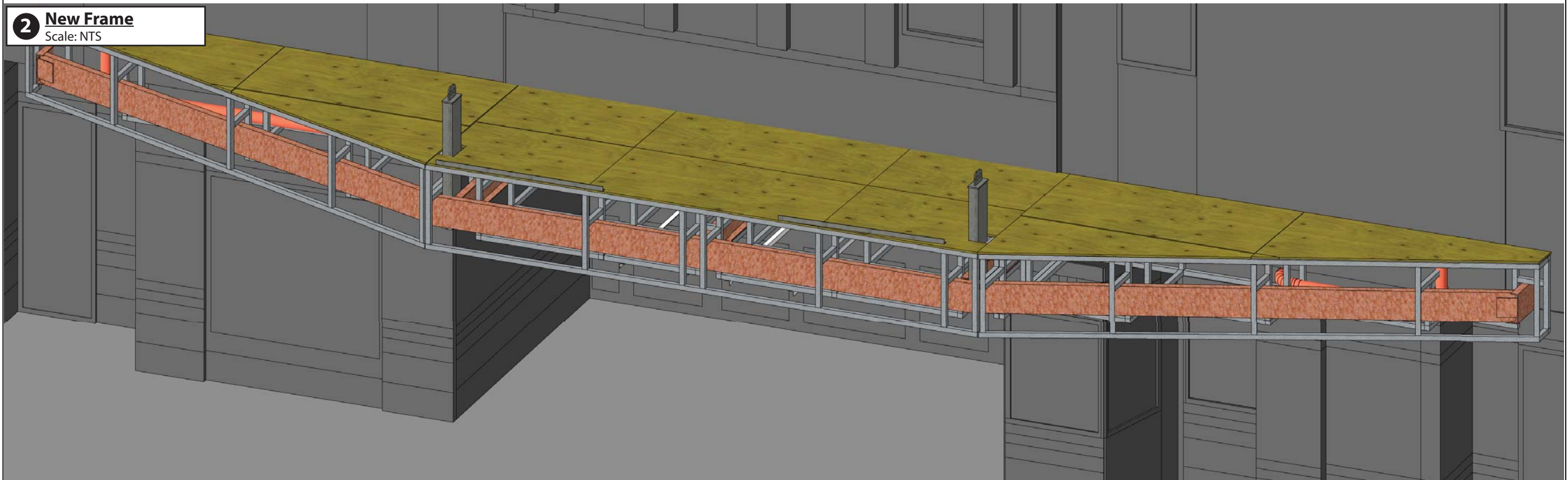
\*Proofs will predict design layout, text accuracy, image proportion and placement. Colors on a digital screen or printed proof may not reflect actual color.  
11" x 17" paper size



**1 Existing Conditions**  
Scale: NTS



**2 New Frame**  
Scale: NTS



Customer / Job Site

**DAG Architects**

409 Harrison Ave,  
Panama City, FL 32401

Scope of Work

**Theater Marquee  
Frame**



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**JOB#: 98875**  
designed by: lg

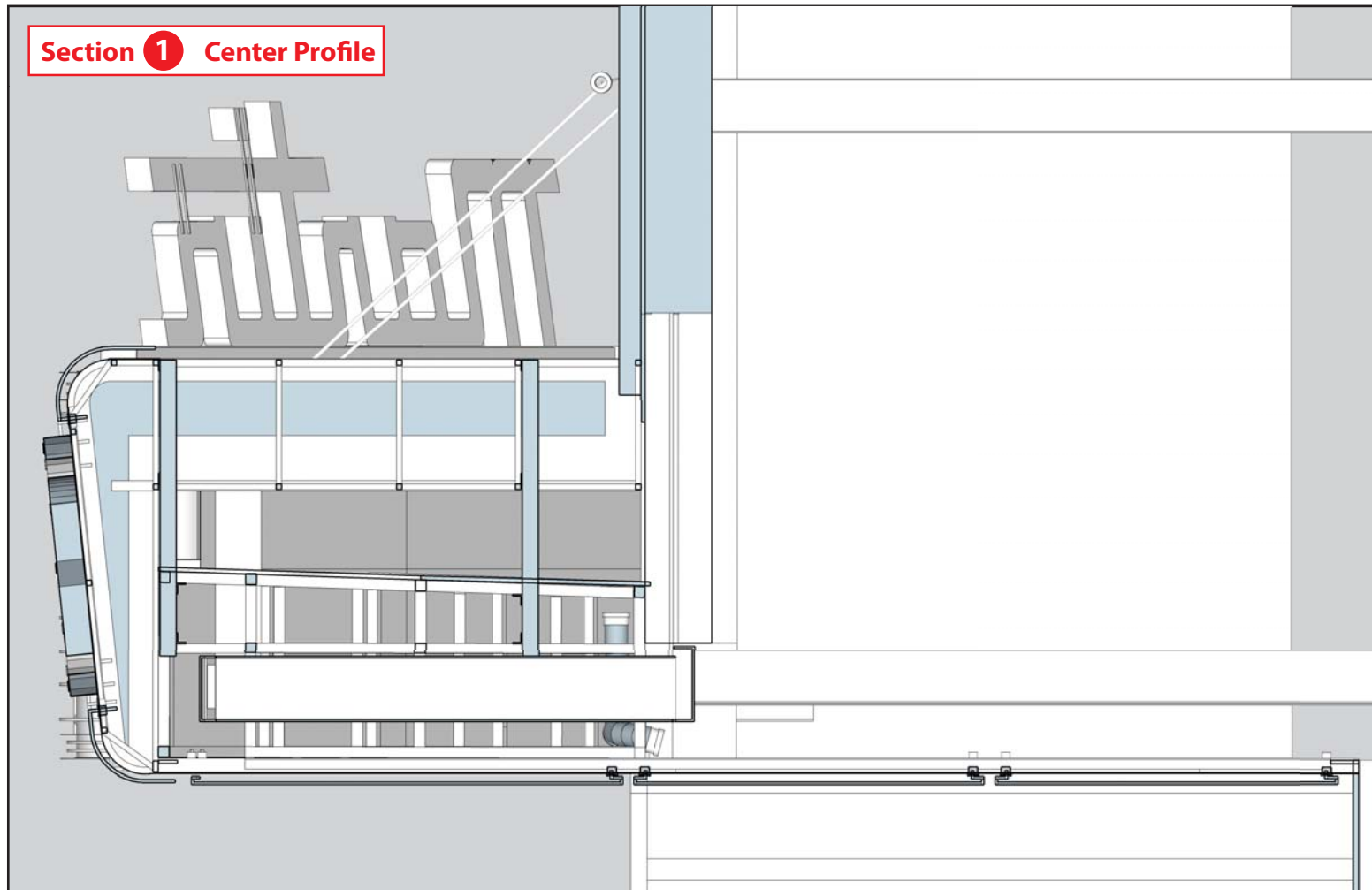
PROOF DATE: 12/17/19 SCALE: NTS

☐ APPROVED AS/IS ☐ APPROVED W/ CHANGES ☐ RE-DRAW W/ CHANGES

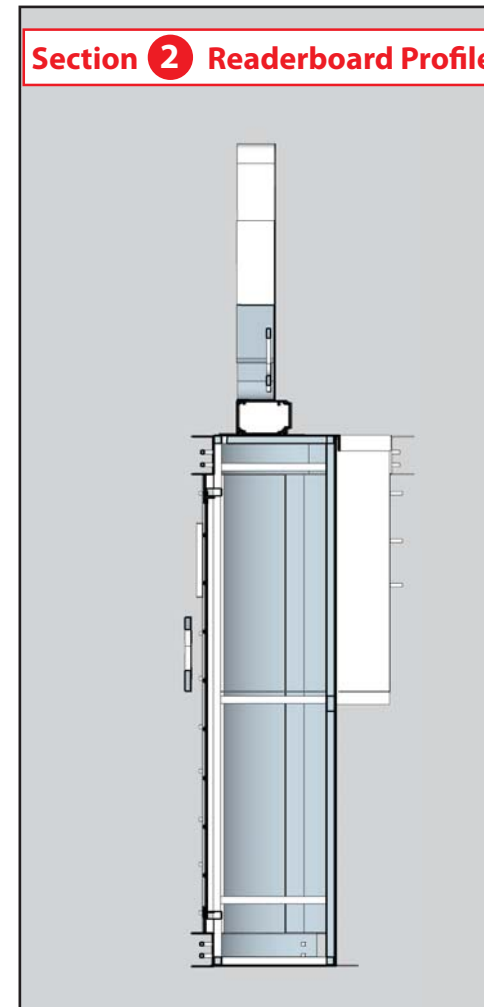
REF: ##### note

\*Proofs will predict design layout, text accuracy, image proportion and placement. Colors on a digital screen or printed proof may not reflect actual color.  
11" x 17" paper size

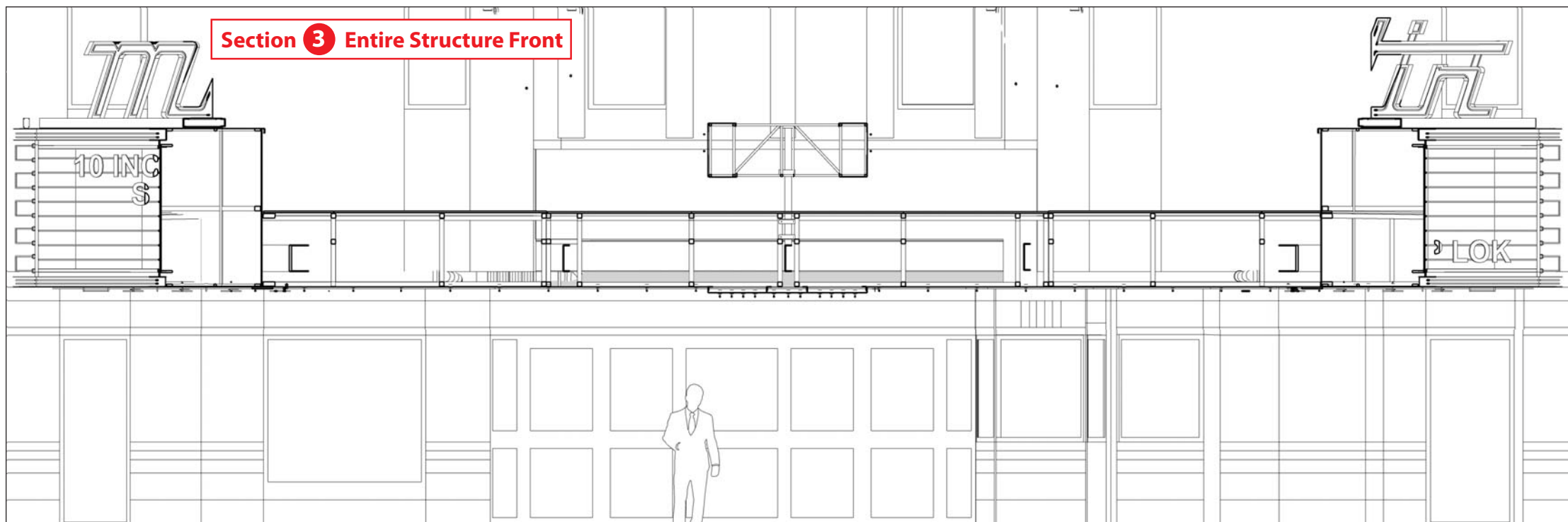
Section 1 Center Profile



Section 2 Readerboard Profile



Section 3 Entire Structure Front



Customer / Job Site

**DAG Architects**

409 Harrison Ave,  
Panama City, FL 32401

Scope of Work

**Theater Marquee  
Sections**

Section Drawings  
to illustrate  
subframe and  
construction  
intent. (Must field  
verify existing  
conditions)

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**JOB#: 98875**

designed by: lg

PROOF DATE: 10/06/19

SCALE: NTS

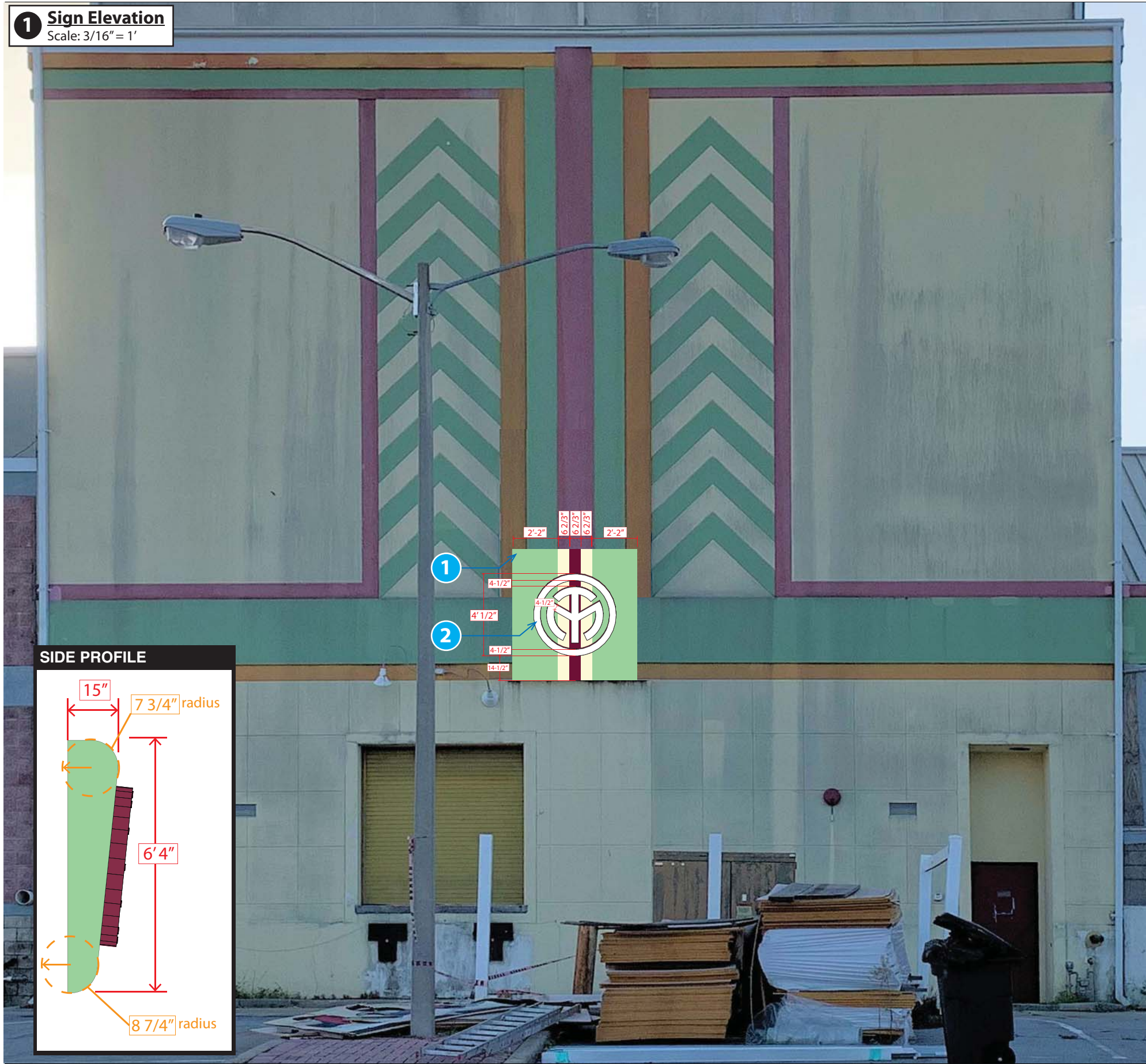
☐ APPROVED AS/IS ☐ APPROVED W/ CHANGES ☐ RE-DRAW W/ CHANGES

REF: ##### note

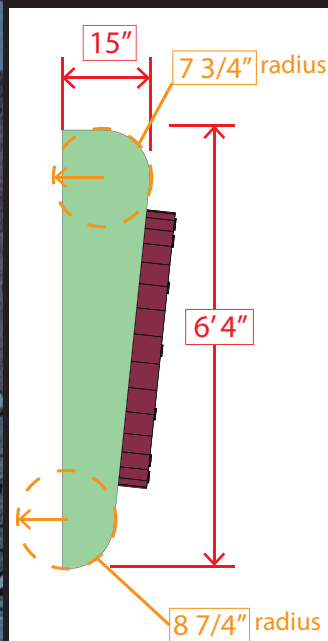
\*Proofs will predict design layout, text accuracy, image proportion and placement. Colors on a digital screen or printed proof may not reflect actual color.  
11" x 17" paper size



1 Sign Elevation  
Scale: 3/16" = 1'



SIDE PROFILE



NIGHT VIEW



EXISTING



Customer / Job Site

DAG Architects

409 Harrison Ave,  
Panama City, FL 32401

Scope of Work

Illuminated Building  
Cabinet

BUILDING CABINET SPECS	
MOUNTING SURFACE:	building
FRAME STYLE:	Custom
LIGHTING:	LED
MOUNTING METHOD:	3/8" fasteners
DIMENSIONS:	H: 6'-4" L: 6' P: 15"
CABINET COLOR:	Custom Colors
FACE MATERIAL:	.125 Aluminum

CHANNEL LOGO SPECS	
MOUNTING:	individual
LED COLOR:	White
RETURN SPECS:	DEPTH: 5" COLOR: Burgundy
FACE SPECS:	FACE COLOR: White TRIM COLOR: Burgundy
LETTER HEIGHT:	4' 1/2"
TRIM COLOR:	White

20  
SQ. FT. Sign  
Area

ACE SIGN CO.

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JOB#: 98875.2

designed by: lg

PROOF DATE: 12/19/19

SCALE: 3/16" = 1'

☐ APPROVED AS/IS ☐ APPROVED W/ CHANGES ☐ RE-DRAW W/ CHANGES

REF: ##### note

\*Proofs will predict design layout, text accuracy, image proportion and placement. Colors on a digital screen or printed proof may not reflect actual color.  
11" x 17" paper size



## **SECTION 10 00 00 – SPECIALTIES (THEATER MARQUEE)**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

This Section includes specifications related to the fabrication and installation of marquee signage per the scope contained within the bid request documents. The Materials, products, equipment and performance specifications noted within this document as well as any proofs or drawings describe the standard of required function, dimension, appearance, performance, and quality to be met by the Fabricator/installer.

#### **1.2 FABRICATOR'S RESPONSIBILITIES:**

- 1) All signage aspects should be fabricated in-house by a single fabricator unless otherwise noted (i.e. Electronic Message Centers).
- 2) Fabricator shall provide a minimum of three similar project examples completed within the last 5 years that are similar in scope.
- 3) Engineer, fabricate and install all signage and graphics per the final documents provided at contract award.
- 4) Be knowledgeable of relevant federal, state and local code requirements, and be responsible for ensuring that all signs meet current local, state and federal codes, especially, but not limited to, ADA and Fire/Life Safety codes.
- 5) Perform complete structural design and engineering of the signs and incorporate all the safety features necessary to adequately support the sign for its intended use and purpose, as required for approvals and permits, and to protect the Owner. All signs shall meet local, state and federal codes. Engineered shop drawings for project signage shall be reviewed, stamped and signed by an engineer registered in the state in which the signage is to be installed. Shop drawings are to be provided for all sign elements.
- 6) Engineer all signs, unless otherwise indicated, to withstand the required wind load (normal to the sign, in addition to the weight of the sign) as specified by ASCE, American Society of Civil Engineers, or greater as per local, state or federal code.
- 7) Details regarding materials, dimensions, and other aspects of the design have been carefully reviewed for consistency. However, the Fabricator is to notify the Synergy NDS of any discrepancies before manufacturing the signage. Notify the Synergy NDS immediately if any discrepancies exist within the Construction Documents or field conditions.
- 8) Secure any and all necessary permits for signage installation.
- 9) Work with the Synergy NDS to secure any necessary variances.
- 10) Provide all submittals outlined in the specifications in a timely fashion and according to the agreed upon contract schedule.
- 11) Work with the Synergy NDS to coordinate with other trades performing work on site.
- 12) Maintain all project related files such that the Owner may reorder additional signs for a minimum of 10 years after the completion of the work.
- 13) Submit As-built drawings and O&M Manuals upon completion of installation.

### 1.3 FIELD CONDITIONS

- 1) The fabricator, or a trained representative, should visit the site to observe existing conditions, verify mounting conditions and space availability, take field measurements and verify all signage locations with Synergy NDS prior to starting fabrication.
- 2) Existing Steel structure has been documented by the designer prior to demolition of existing marquee and any dimensions, notes, and conditions are for reference only. Existing structural elements should be examined by a Professional Engineer after demolition of existing marquee to determine whether the existing structure can be utilized for the new marquee designs.

### 1.4 WARRANTY

- 1) Extend in writing all manufacturers' warranties.
- 2) Provide in writing information regarding the warranting of Manufacturing and Installation with the following minimum requirements:
  - a. 5 year minimum warranty period from the date of substantial completion (per part) concerning defects in materials and workmanship. (excluding neon)
  - b. Repair any neon outages for the first year without charge for labor or materials.

### 1.5 DESIGN RIGHTS

- 1) The Fabricator is hereby granted limited right to the designs as shown and specified herein for the sole purpose of completing contractual obligations to fabricate and install project signage. Fabricator may not manufacture, reproduce or exhibit these designs, or modify them for any other purpose without prior written consent from both the Owner/Owner's Representative and the Designer.

### 1.6 SUBMITTALS

- A. Pre-Fabrication Submittals: Submit the following to Synergy NDS for review and approval prior to commencing with signage fabrication.
  - (1) Shop Drawings: Detailed engineered shop drawings for each sign type are to be submitted as electronic PDF no larger than 11"x 17". Final Shop Drawings may be required to be stamped by an Engineer licensed in the state that the projects is to be installed to ensure structural integrity and safety. The shop drawings for each sign type shall illustrate/describe the following:
    - (a) Elevations and cross sections – front, sides, top and back; side sections; internal structure section/details; enlarged details such as of extrusions, mounting plate; and access panel, etc.; with all final dimensions and call-outs for:
    - (b) Components – construction details/information related to individual elements

- (c) Materials – color, type, gauge, and thickness (including substrates and overlays)
- (d) Finishes – color, type of product, and manufacture
- (e) Fonts, graphics specifications and message fields
- (f) Exploded view, unless otherwise indicated – isometric view with components, materials, and finishes.
- (g) Material Changes - seams, joints, layers, internal support and fasteners.
- (h) Mounting/installation details – provide foundation cross-sections (including hardware), bracket/post details, elevations, materials, finishes and fasteners.
- (i) Electrical details are to be provided for all elements that require electricity. Specific items to be listed are:
  - a. Light source and/or fixture type and manufacturer
  - b. Power supply (transformer)
  - c. Amperage and voltage per sign
  - d. Electrical service required (source)
  - e. Electric Eye and Timer (as needed)
- (j) Lighting detail – provide an internal view of light fixtures, LED layout, transformers, external cut-off switch, light sensor, and timer.
- (k) Engineering for wind load
- (l) Removable panels and Service panels (where applicable)

(2) Schedule: Provide a detailed fabrication and installation schedule.

- (m) Include all pertinent dates and milestones such as submittal delivery dates, required approval dates, fabrication dates and installation dates.
- (n) Allow a minimum of 15 business days for Synergy NDS to review per 013300 submittal procedures.
- (o) Include submittal delivery dates.

## 1.7 QUALITY ASSURANCE

- B. The materials, products, equipment and performance specifications described within, establish a high quality standard of required function, dimension, appearance, performance and quality to be met by the Fabricator.
- B Materials used for this project shall be new materials, not reconditioned, unless otherwise noted by the Designer/Owner.
- C Fabricator shall only use workforce skilled and experienced with the products, fabrication methods, and installation requirements outlined for this project.
- D Regulatory Requirements: Signage shall meet or exceed requirements of all current applicable local, state and federal codes, including, but not limited to:
  - 1) MUTCD standards manual, 2009 edition with the 2012 revisions;
  - 2) 2010 Americans with Disabilities Act Standards for Accessible Design, including local modifications and amendments; and
  - 3) UL certification standards and practices
  - 4) Local and State Building and Fire Codes.

## 1.8 DELIVERIES, STORAGE, AND MATERIAL HANDLING

- A. Pack, wrap, crate, bundle, box, bag, or otherwise package, handle, transport, and store all fabricated work as necessary to provide protection from damage during shipment and storage.
- B. Provide clear and legible identifying information on all product packaging to ensure proper on-site identification and installation.
- C. Recommend covering all sign faces with a low-tack protective vinyl cover, to be removed after installation. This is to help minimize minor scratches and nicks that happen during unpacking and installation.
- D. Coordinate the delivery and secure storage of signs with the Owner's Representative to meet deadlines.

## PART 2 –PRODUCTS

### 2.1 GRAPHIC STANDARDS AND SAMPLES

- A Fabricator is responsible for matching all colors and materials as specified and will provide the Owner and Designer with color and material samples for approval as noted during the bid request phase.
- B Typography
  - 1) The fonts used within this project were selected specifically by the Designers and Owner. No Substitution of any kind may be made without prior notification and approval by the Designer and Owner.
  - 2) No alterations should be made to the font or typesetting without prior notification and approval by the Designer and Owner. This includes but is not limited to stretching, squeezing, tilting, outlining, or shadowing text and graphic elements.

### 2.2 MATERIALS

- A Aluminum: suitable for ornamental work. Finish to be smooth and free of imperfections. Alloy based upon structural requirements of the signage design.
- B Aluminum sheet: .125" or .080" thickness as specified.
- C Aluminum plate: .25" minimum thickness unless otherwise specified.
- D Aluminum Composite Panels (ACP): Minimum thickness 3mm unless otherwise noted, Prefinished white unless otherwise noted.
- E Structural Steel: galvanized rolled steel or equal as required to meet structural requirements.
- F Acrylic sheet: varying colors and thicknesses as noted on design intent drawings
- G LED Bulb Illumination:
  - 1) DMX-512 Individually addressable LED bulbs (RGB or White as noted) with IP66 rating for outdoor use, standard E27 base, 40-48V max, 2W max, Internal fuse resistor in unit to prevent compromising entire circuits.
  - 2) 2 Conductor 10A rated wiring w/ standard E27 base, 100 meter maximum length
  - 3) Powered utilizing 110-230Vac supply, 250W max, 24-34V output
- H Electronic Message Centers:
  - 1) EMC units should be manufactured by Watchfire or equivalent.

- 2) See drawings for size, color, and resolution. 30 fps standard video
- 3) Broadband Communication to be provided. Any re-occurring service costs to be included in proposal. Software training to be included with on-going technical support throughout the life of the EMC.
- 4) As part of the Energy Efficiency priority of the project design, the Maximum power consumption for the LED Displays are "240VOLT, 4 Wire, 30 AMPS" per full color display. (60 AMPS total)
- I Vinyl: Vinyl films from 3M and Oracal are to be the standard when available. Arlon and Trendfilm products should be considered secondary options with 3M and Oracal products are not available.
- J Exterior grade paint: Signage paints produced by Matthews Paint and Akzo Nobel Paint Company are to be the standard reference. All painted surfaces should be spray applied unless otherwise noted. Acrylic polyurethane paint in solid and metallic colors with primer and Satin Clearcoat finish or Faux Suede as noted.
- K Miscellaneous mounting hardware: including but not limited to, screws, bolts, stainless steel cable, hinges, and adhesives.
- L Labels: Only labels required by law are permitted on the exterior of the sign face.
- M Fabricator contact information or logo may be placed on the sign, but should not impede with any aesthetic of graphic aspects.

## 2.3 FABRICATION

- A All signage aspects should be fabricated in-house by a single fabricator unless otherwise noted.
- B Details on design drawings indicate a design approach for sign structure but do not necessarily include all fabrication details required for the complete structural integrity of the signs, including consideration for static, dynamic and erection loads during handling, erecting, and service at the installed locations.
- C Site-verify all locations to determine special installation requirements, uneven footing needs based on sloped grades. Field verify measurements for wall mounted and glass mounted signage, etc. prior to fabrication.
- D Fabricate signage such that major components of the sign can be removed and replaced with similar components. Incorporate this changeability such that it does not promote vandalism, but can be done by a qualified maintenance crew.
- E Within fabrication tolerances, allow for expansion and contraction of materials due to temperature changes as appropriate to the project location.
- F Construction Methodology:
  - 1) The drawings call for a variety of fabrication techniques.
  - 2) Sign faces surrounding reader boards are to be fabricated using aluminum paneling a minimum thickness of .125 inches unless otherwise noted.
  - 3) Underneath soffit and corrugated background behind circular logo to be prefinished white .080 aluminum with bent flange, butted seam assembly in sections per drawing
  - 4) Internal Sub-frame to be 2" Tubular Steel, welded unless otherwise specified on drawing.
  - 5) LED Bulb Luminaires
    - (a) Bulbs should feature a standard E27 base.
    - (b) Bulbs should be spaced no more than 6" apart from one another unless otherwise noted. Spacing should be calculated by circular centers where 2 or more rows of bulbs are shown.
  - 6) Open Face Channel Letters
    - (a) .125 backs with .090 Welded Returns, Matthews Paint Finish with etching primer.

- (b) Re-enforced tube frame support backs from durability in high winds
- (c) Clear Red Neon Tubing, 15mm
- (d) Remote mounted transformers
- 7) Neon Tubing
  - (a) All Neon to be 15mm Diameter
  - (b) Colors to include: Veep Green (Argon), Standard White 6500 (Argon), Pink to be Blue pumped with neon gas, Clear Red.
  - (c) Glass housings and tube supports
  - (d) All neon to be thoroughly tested and burned in prior to permanent installation
- 8) Reader board Components and Changeable Copy
  - (a) Polycarbonate face with Gemini changeable copy rails
  - (b) Dimensional Prismatic Faced "Snap Lok" vacuum formed letter (black 2025 finish)
  - (c) Include full font kit with sorted bin
  - (d) Include slotted change arm at 16' length
- 9) Conceal all fasteners except for access panels or where approved otherwise by Owner's Representative and Designer. Access panel fasteners are to be counter-sunk flush screws, painted to match adjacent finish.
- 10) All hardware and fasteners within reach shall be vandal resistant.
- 11) Sign faces are to be fabricated from 1 piece of seamless material where possible.
- 12) To prevent electrolysis, separate all ferrous and non-ferrous materials with a non-conductive gasket or barrier and utilize stainless steel fasteners as required.
- 13) Welded joints:
  - (a) Exposed welded joints must be filled and ground smooth so that there is no seam visible when painted.
  - (b) Dimensional and structural welding defects will not be accepted, including but not limited to: poor weld contours, including excessive bead convexity and reinforcement, and considerable concavity or undersized welds; cracks; undercutting; porosity; incomplete fusion; inadequate penetration; spatter; and non-metallic inclusions.
  - (c) Welding is to be performed by AWS (or similar) certified personnel, following AWS Standard Welding Procedure Specifications (SWPSs) for steel, aluminum, and stainless steel as appropriate.
- 14) Non-welded joints between various portions of signs must have a tight, hairline-type appearance, without gaps. Provide sufficient fastenings to preclude looseness, racking, or similar movement.
- 15) Exposed acrylic edges are to be finished such that no saw marks are visible.
- 16) Drain holes:
  - (a) Provide drain holes as needed to prevent accumulation of water within signs.
  - (b) Holes must be inconspicuous and located such that drainage does not occur onto signs, or other surfaces subject to staining.
- 17) Visible metal joints must adhere to a fit tolerance of .01".
- G Painting:
  - 1) Metal surfaces are to be painted per the most recent Matthews Paint or Akzo Nobel product bulletins.
  - 2) Paint preparation of all metal surfaces of the sign to include removal of all scratches and imperfections, sanding and chemical etching.
  - 3) Substrate cleaning, preparation, paint application and paint thickness to be in strict compliance with Matthews Paint or Akzo Nobel published recommendations.
  - 4) Aluminum and Steel surfaces to be properly covered with a primer.
  - 5) Acceleration of the drying process is not allowed.

- 6) All paint and powder coat finishes to be a satin finish unless otherwise noted in the design drawings.

H Illumination & Electrical:

- 1) Perform the complete electrical design for illuminated signs.
  - (a) Illuminated signs shall be fabricated and wired to be compliant with current UL® listing requirements.
  - (b) Illuminated signs shall be UL® Certified.
- 2) The disconnect switch is to be located in an inconspicuous location, not visible from the primary face(s) of the sign, unless otherwise unavoidable.
- 3) Fabricator to verify location of power and electrical feed with the Owner's Representative prior to sign fabrication.
- 4) All internally illuminated signs and channel letters shall be painted white on the interior using Matthews' reflective white paint, or shall be lined with 3M's Matte White Light Enhancement Film, to enhance and evenly distribute light.
- 5) Provide concealed access panel in an accessible location on all internally illuminated sign cabinets. Panels are to be flush, lightproof and watertight.
- 6) Internally illuminated signs are to have adequate internal system of ventilation to assure a uniform dissipation of heat from electrical components of electrically powered and illuminated signs, heat (solar) absorption by sign and other sources.
- 7) Any openings in exterior surfaces must be internally baffled to prevent light leaks and prevent entry of rain, snow, wind-blown debris, and other foreign matter, and are to be covered with color-coordinated insect screen on the interior of the face.
- 8) House all electrical components within sign cabinets, except for remote transformers as dictated by the Owner's Representative. All wiring and raceways within the sign are to be completely enclosed.
- 9) Power Supplies shall be remote mounted wherever possible. If remote power supplies are not applicable, then all electrical components shall be contained within the letter/cabinet itself.
- 10) Internal illumination is required to provide adequate and even illumination over the face of the sign/letter without hot spots or shadows.
- 11) Illumination to be provided by LED or Fluorescent lamps as specified on design drawings.
  - (a) Signs wired with high output lamps are to include spring-loaded static strips between each lamp.
  - (b) Internally illuminated channel letters shall be illuminated using LED, unless otherwise noted on the design drawings.
- 12) LED, lamps or other internal hardware must not be visible through the translucent letterforms and graphics.
- 13) All internally illuminated signs are to have a master timer (featured in controller).
- 14) Test and verify all illumination within the shop environment prior to shipping signs to site.

I Fonts/Typefaces:

- 1) Under no circumstances are typefaces to be electronically distorted ("squeezed" or "extended") for purposes of fitting to the specified sign or general alteration of the sign face composition unless noted in the drawings. This includes (but is not limited to) stretching, squeezing, tilting, outlining or shadowing.
- 2) Fabricator is responsible for correcting any typesetting errors that may be necessary.

## PART 3 – EXECUTION

### 3.1 DEMOLITION

- A Demolition of existing marquee is to be carried out by others.
  - 1) Existing structural steel members should be preserved in place.
  - 2) Existing drainage systems are to be preserved for use within the new marquee.
  - 3) All existing electrical connections should be properly terminated.
  - 4) All existing drainage connections should be properly terminated.
  - 5) Guy-Rods & Turnbuckles to be replaced. Tie Back locations to be re-enforced.
  - 6) New Roof Deck to be part of marquee framing, membrane roof cover by others.

### 3.2 INSTALLATION

- A Permits and Variances:
  - 1) Research relevant local code requirements and honor the same in fabrication and installation.
  - 2) Secure any and all necessary permits for signage installation. Coordinate with the Owner to secure variances, should any be required.
- B Fabricator to coordinate delivery of signage with the Owner's Representative.
- C Fabricator/Installer to provide a site logistics plan indicating the work areas, proposed equipment and power sources, extent and duration of street closures, and schedule time/dates of the respective sign installations. This schedule is to be updated on a weekly basis if changes occur.
- D Electrical:
  - 1) The Owner is responsible for subcontracting an electrician to pull power from the source to the sign location. The Owner will work with the Fabricator to identify the preferred junction location.
  - 2) Power is to be 120 or 277 (LED illumination should be 120) volts at 60 cycles unless otherwise noted by the Owner's Representative. Fabricator to confirm based upon location source with the Owner's Representative.
  - 3) Manipulate the existing conduit to its proper location, install an external disconnect, extend the conduit as needed to align with the point of hookup, and run the power supply through it.
  - 4) Perform final hook-up. This may not be an excluded service from the bid return.
- E Mounting:
  - 1) New Marquee is to be mounted to existing Steel Structural Elements, unless deemed unfit by a professional engineer.
  - 2) It is preferred that all bolts, nuts, washers, or other fasteners be stainless steel. However galvanized steel is acceptable, so long as all exposed surfaces are sealed.
  - 3) Fabricator is required to specify mounting hardware and anchoring per the engineering of the signage. The visual appearance of the sign is not to be compromised from that shown in the design drawings.
  - 4) Install all signage products such that there are no misalignments between visible components. Sign elements intended to be removable or changeable after installation must function as intended without binding, sticking or blocking.
  - 5) All signs to be mounted level and true, and within the guidelines of applicable local, state and federal codes including, but not limited to, the 2010 Standards for Accessible Design (ADA) and fire/life safety codes, where applicable.



- (a) If signs are to be installed on an existing structure where the structural elements are not level due to the grade or existing conditions, the Owner is to decide whether the sign should be mounted level or aligned with the structural elements.
- F Upon completion of installation, Fabricator is to remove any protective covering, tape, or installation hardware. Fabricator is then to clean the sign per the manufacturer recommendations, ensuring that sign is clean from dirt, stains, fingerprints, tape residue, etc.
- G All exposed hardware is to be touch-up painted on site as required immediately following installation prior to punch list.
- H All minor blemishes or marring are to be repaired such that the repairs are imperceptible. Components having permanent, non-removable scratches or defects are to be replaced completely.
- I Site Safety and Restoration:
  - 1) Fabricators/Installers are responsible for their own safety during the installation period.
  - 2) Maintain a safe environment for pedestrians and vehicular traffic during the installation period, following OSHA safety standards as necessary.
  - 3) Keep the Owner's premises and the adjoining premises, driveways and streets clean and clear.
  - 4) Job site shall be left safe, neat and clean at the completion of each day's operation.
  - 5) At the completion of work, remove all rubbish, tools, equipment, and surplus materials, from and about the premises, and leave the site as originally found.
  - 6) Repair or correct damage to other contractors' work resulting from signage installation work.

**END OF SECTION 100000**

# IFB – CONTRACTOR SUBMITTAL FORM

IFB Number	Scope Number	Closing Date	Closing Time	Return IFB Submittal
GC2018092556-6883	6022	1/31/2020	4:00pm EST	bids@synergynds.com

Company Name:

Address Line 1:

Address Line 2:

City:

State:

Zip Code:

Contractor Certification: ☐ DBE ☐ WBE/WOSB ☐ HUB ☐ SDVOSB/VOSB

## CONTRACTOR LUMP SUM PROPOSAL:

IFB TITLE	Lump Sum - Option A - Snap Lock Board	PROPOSAL:	\$
IFB TITLE	Lump Sum - Option B - Digital Board	PROPOSAL:	\$
IFB TITLE	Unit price for snap lock letters & numbers	PROPOSAL:	\$
IFB TITLE	Click or tap here to enter text.	PROPOSAL:	\$

Material Deposit | ☐ Required | ☐ Requested | in the amount of \$

***I, having the legal authorization to represent the "Company" (the undersigned) have read and understood all previous 1-9 pages and the subsequent Attached Exhibits in accordance to the applicable Terms & Conditions as described in the IFB Packet preceding the attached Contractor Submittal Form:***

Company Contact Name (Please Print)

Company Title (Please Print)

Signature

Date

\*Material Deposits &/or Advanced Payments require Contractor to complete online registration in the Managed Vendor Program (MVP). MVP has an annual \$49.99 Registration Fee to be part of the Contractor Direct Repair Program. Material Deposits &/or Advanced Payments will require a 2% Invoice Payment Discount.