## CITY OF NOV cityofnovi.org

#### CITY of NOVI CITY COUNCIL

Agenda Item 2 May 18, 2009

**SUBJECT:** Approval to award a contract for fabrication and installation of an interchangeable LED message sign on the north side of the Novi Civic Center near Ten Mile Road to Townsend Neon, Inc., the low bidder, for \$27,332.

SUBMITTING DEPARTMENT: Neighborhood and Business Relations

CITY MANAGER APPROVA

EXPENDITURE REQUIRED	\$ 27,332
AMOUNT BUDGETED	\$ 50,000
APPROPRIATION REQUIRED	N/A
LINE ITEM NUMBER	101-265.00-971.200

#### **BACKGROUND INFORMATION:**

Approved in the FY 2008/2009 budget is the installation of an interchangeable LED message board sign in front of the Novi Civic Center. A RFP was placed on Bid Net and six firms submitted proposals.

After reviewing all proposals and calling references, a phone interview was conducted with Townsend Neon, Inc., the low bidder. Townsend Neon, Inc., has performed work for the City of Sterling Heights, as well as several community centers, churches, and auto dealerships, and is confident they can meet the targeted completion date of June 30, 2009.

Electrical connectivity and landscaping are not including in this contract. These components are being quoted by area electrical and landscaping contractors.

**RECOMMENDED ACTION:** Approval to award a contract for fabrication and installation of an interchangeable LED message sign on the north side of the Novi Civic Center near Ten Mile Road to Townsend Neon, Inc., the low bidder, for \$27,332.

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Mayor Landry				
Mayor Pro Tem Gatt				
Council Member Burke				
Council Member Crawford				

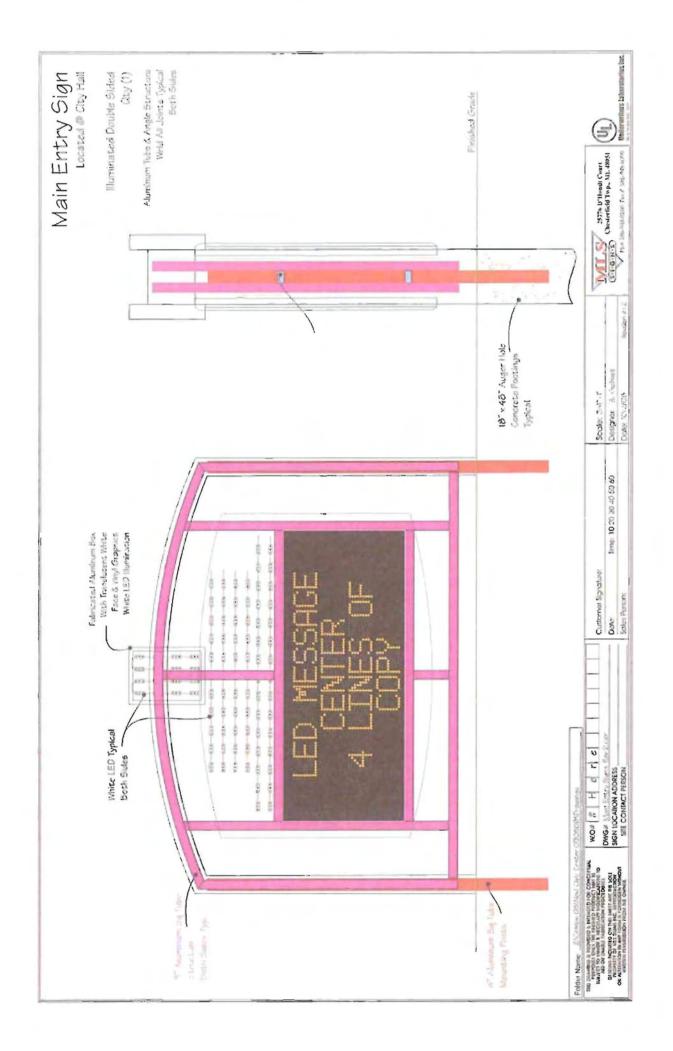
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Council Member Margolis				_
Council Member Mutch				
Council Member Staudt				

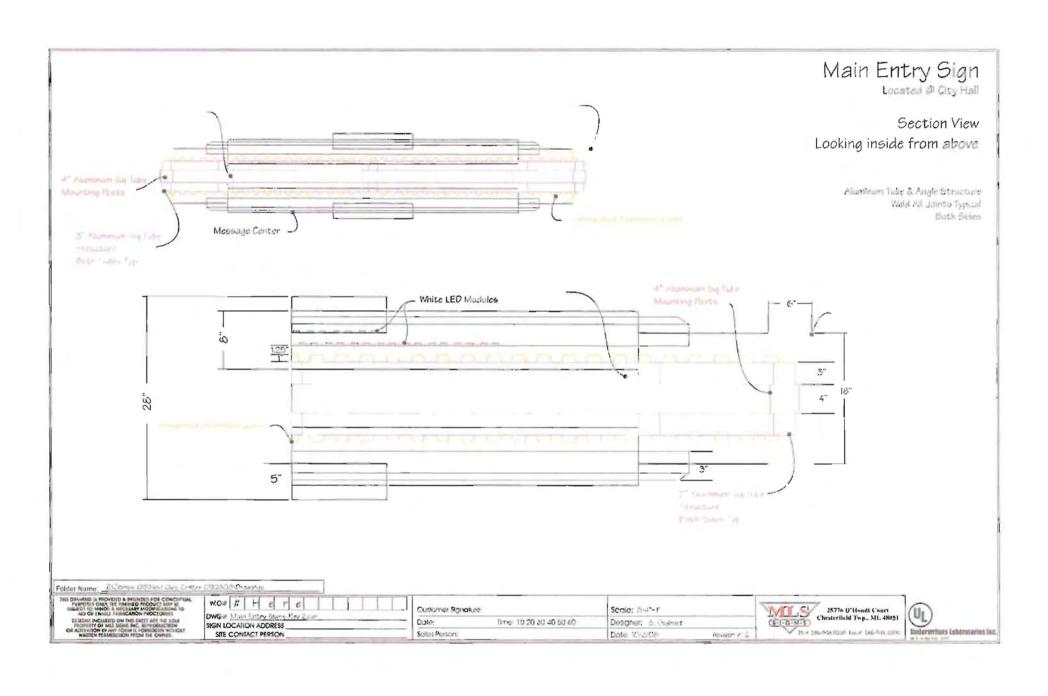


#### CITY OF NOVI LED SIGN – NOVI CIVIC CENTER MAY 12, 2009 10:00 A.M.

	Company	Lump Sum	
>	Townsend Sign	\$27,332.00	
ĺ	Universal Sign Systems	\$33,062.75	
ĺ	Harmon Sign	\$39,009.00	
	MLS Signs	\$39,658.81	
	SignGraphix	\$41,258.00	
	Huron Sign	\$45,150.00	

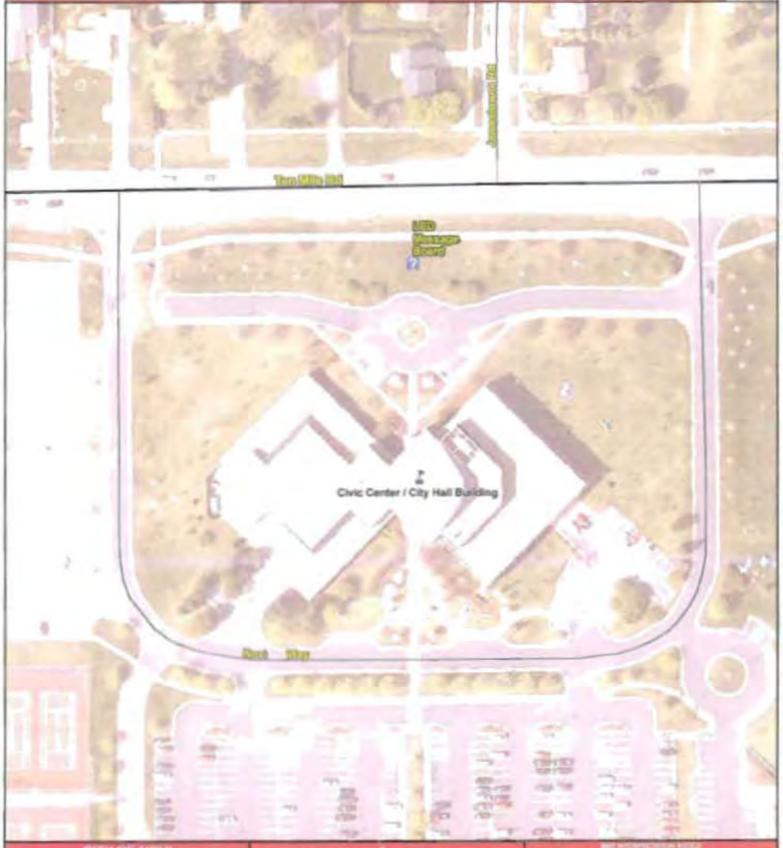






## LED Message Board Location City of Novi Civic Center / City Hall Campus





## CITY OF NOVI

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## NOTICE - CITY OF NOVI

#### LED SIGN - FABRICATION & INSTALLATION

The City of Novi will receive sealed bids for **LED Sign** – **Fabrication & Installation** according to the specifications of the City of Novi.

Sealed bids will be received until 10:00 A.M. prevailing Eastern Time, Tuesday, May 12, 2009 at which time bids will be opened and read. Bids shall be addressed as follows:

City of Novi Office of the City Clerk 45175 W. Ten Mile Rd. Novi, MI 48375-3024

All bids must be signed by a legally authorized agent of the bidding firm. ENVELOPES MUST BE PLAINLY MARKED

#### "LED SIGN - FABRICATION & INSTALLATION BID"

AND MUST BEAR THE NAME OF THE BIDDER.

The City reserves the right to accept any or all alternative bids and award a contract to other than the lowest bidder, to waive any irregularities or informalities or both; to reject any or all bids; and in general to make the award of the contract in any manner deemed by the City, in its sole discretion, to be in the best interest of the City of Novi.

Sue Morianti
Purchasing Manager
smorianti@cityofnovi.org

Notice Dated: April 27, 2009



#### **CITY OF NOVI**

#### **LED SIGN - FABRICATION & INSTALLATION**

#### **SPECIFICATIONS**

#### **LOCATION OF SIGN**

This sign will be installed along Ten Mile Road in front of the Novi Civic Center at 45175 W. Ten Mile Rd., Novi, MI 48375. See map for proposed location.

#### **TIMELINE**

Bid Due	May 12, 2009
Council Award	May 18, 2009
PO Issued (notice to proceed)	May 19, 2009
Installation to be complete	June 30, 2009

#### **PART 1 - GENERAL**

#### 1.1 DESCRIPTION

An LED sign is to be fabricated, according to specifications, and installed at the location specified by the City of Novi. Fabrication and installation is to be done by June 30, 2009.

#### 1.2 SUBMITTALS

#### The original and each copy of your proposal shall include:

- A. Completed Questionnaire
- B. Complete Proposal Form

#### Separately, you will provide:

- C. Manufacturer's Literature: Submit a total of one (1) set of Manufacturer's printed specifications, mounting details, installation and drawings.
- D. Shop Drawings: Submit a total of three (3) sets of 8-1/2" x 11" drawings for each sign type. Scaled for manufacturer and fabrication of sign types. Identify materials, size, letterform, letter height, mounting, finishes and accessory items.
- E. Samples: Submit a total of two (2) 2" x 4" samples of each color represented in the project documentation.

#### 1.3 DELIVERIES AND STORAGE

- A. Package to prevent damage or deterioration during shipment, handling, storage and installation. Maintain protective coverings in place and in good repair until removal is necessary. Store products in dry condition inside enclosed facilities.
- B. Deliver signs according to project schedule. Storage provided by contractor.

#### 1.4 REFERENCES

- A. Publications listed below form a part of this specification to extent referenced. Publications are referenced in text by basic designation only.
  - 1. American National Standards Institute (ANSI).
  - 2. Uniform Sign Code
  - 3. Federal Specifications
  - 4. American Society for Testing & Materials
  - 5. Novi City Code
  - 6. 2005 National Electric Code (NEC)
  - 7. 2003 Michigan Building Code

#### 1.5 SIGNAGE LOCATION

The City will stake the location of the sign.

#### 1.6 PERMITS

Permits and supporting documentation/calculations/drawings will be the responsibility of the contractor. City of Novi, Oakland County Road Commission and MDOT approval and permits as required. City of Novi permits must be obtained, but the fees will be waived.

Permits required include:

- Sign
- Building
- Right-of-Way
- Electrical for illuminated signage

#### 1.7 PRIMARY ELECTRICAL

Electrical supply will be provided by the City of Novi to a point within 10 feet of the sign location. Electrical connection from there to the sign will be provided by a licensed contractor and is the responsibility of the sign contractor.

#### 1.8 WARRANTY

Provide manufacturer's warranty against defect in materials. Warranty shall provide material and labor to replace defective materials.

#### 1.9 ATTACHMENTS

The following exhibits are included as part of this bid package:

EXHIBIT 1 – Sign design drawing EXHIBIT 2 – Map showing proposed location for sign

#### **PART 2 - PRODUCTS**

#### 2.1 SIGN COMPONENTS

- A. Internal Structural Framing: Provide internal framing system, designed to withstand wind pressure specified by 2003 Michigan Building Code. Fabricate framing to profile indicated using structural angles, channels, plates and similar shapes. Provide welded construction using mitered joints. Prime and paint all structural steel welds. Cut, drill, and tap units to receive hardware, bolts and similar items.
  - 1. Illuminated Units: Provide internal illumination as indicated on design drawings.
  - 2. Electrical signs must be UL labeled.
  - 3. Each internally illuminated sign must have a separate disconnect switch located on the sign.

#### 2.2 SIGN MATERIALS

- A. Aluminum Extrusions: Provide alloy and temper recommended by the aluminum producer or finisher for the type of use and finish indicated and with not less than the strength and durability properties specified in ASTM B 221 for 6063-T5.
  - Provide extrusion by SignComp, 2925 Walkent Court, NW #A, Grand Rapids, MI. 877-784-0405. No exceptions allowed
- B. Paints shall be made for the surface material on which they are to be applied and as recommended by the manufacturer of the paint. Identification of paint shall be noted on shop drawings with method of application.
  - Prime coats or other surface pre-treatments, where recommended, shall be included in the work. Coatings shall be even over the entire surface to be painted without voids, runs, sags, brush or roller marks.
  - 2. Exterior paint finishes shall be acrylic polyurethane, satin finish.
  - Acrylic Polyurethane finish shall be applied at the rate of 2.5 mils per coat by air or airless spray. Required manufacturer: Matthew's Paint Company.
  - 4. Colored Coatings for Acrylic Plastic sheet: Use paints for background colors. Required manufacturer: Matthew's Paint Company.
  - 5. Sign colors as indicated on design drawings and shall be exactly as specified. Sign colors shall be consistent in chroma and in value, shall maintain even opacity or translucency and be free of any imperfections.

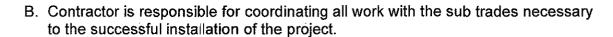
#### 2.3 FABRICATION

- A. General: Comply with requirements indicated for materials, thickness, finishes, colors, designs, shapes, sizes, and details of construction as indicated on design drawings.
- B. Allow for thermal movement resulting from a maximum ambient temperature change (range) of 100 degrees F (55.5 degrees C). Design, fabricate, and install sign assemblies to prevent buckling, opening of joints, and over stressing welds and fasteners. Base design on actual surface temperatures of metals due to both solar heat gain and nighttime sky heat loss.
- C. Welded Connections: Comply with AWS for recommended practices in shop welding. Provide welds behind finished surfaces without distortion or discoloration of the exposed side. Clean exposed welded surfaces of welding flux and dress on all exposed and contact surfaces.
- D. Mill joints to a tight, hairline fit. Form joints exposed to the weather to exclude water penetration.
- E. Pre-assemble signs in the shop to the greatest extent possible to minimize field assembly. Disassemble signs only as necessary for shipping and handling limitations. Clearly mark units for re-assembly and installation, in a location not exposed to view after final assembly.
- F. Conceal fasteners where possible; otherwise locate fasteners where they will be inconspicuous. Indicate all exposed fastener locations on Shop Drawings.
- G. Colors and Textures: For exposed sign material that requires selection of materials with integral or applied colors, textures, or other characteristics related to appearance, provide color matches as specified by the design drawings.
- H. Aluminum Finishes: Comply with Matthew Paint Company "Instruction Manual" for finish designations and application specifications.
  - 1. Color: Match Designer's specifications (as outlined on attached drawings).
  - 2. All scratches shall be re-primed prior to paint repair touch-ups.

#### **PART 3 - EXECUTION**

#### 3.1 INSTALLATION

A. Contractor is responsible for contacting Miss Dig 48 hours prior to work commencing.



C. Installation of LED sign shall be completed by June 30, 2009.

#### 3.2 SITE RESTORATION

A. Remove all spoils and restore site grading and vegetation to pre-installation condition.

#### 3.3 SAFETY STANDARDS

A. Contractor is responsible for compliance with all applicable MIOSHA and Traffic Safety Standards during installation.



#### CITY OF NOVI

#### LED SIGN - FABRICATION & INSTALLATION

#### Addendum #1

**INTENT:** This addendum has been issued to modify and/or interpret the original specifications for the Led Sign – Fabrication & Installation bid. Unless otherwise instructed, the information contained within this Addendum shall take precedence over anything contrary in the original specifications, and shall hereinafter be considered as part of the package.

**Response:** The Contractor shall verify receipt of this Addendum in the Bid Proposal Form.

**Contents:** Included in this Addendum is one (1) page of written addenda description.

#### Questions:

- 1. Are you requesting a particular manufacturer for the LED message board?
  - A. We are requesting Hyperion or equivalent. Please indicate the make/model # you are quoting on the proposal form. If you would like to offer additional alternates, please use a separate proposal form for each alternate and indicate the model number for each one.
- 2. What color should the LED message board lettering be?
  - A. Amber (monochromatic)
- 3. What resolution do you want for the LED message board?
  - A. 16mm

Sue Morianti Purchasing Manager

Notice dated: April 28, 2009



#### **CITY OF NOVI**

#### **LED SIGN - FABRICATION & INSTALLATION**

#### Addendum #2

**INTENT:** This addendum has been issued to modify and/or interpret the original specifications for the Led Sign – Fabrication & Installation bid. Unless otherwise instructed, the information contained within this Addendum shall take precedence over anything contrary in the original specifications, and shall hereinafter be considered as part of the package.

**Response:** The Contractor shall verify receipt of this Addendum in the Bid Proposal Form.

**Contents:** Included in this Addendum is one (1) page of written addenda description.

#### Questions:

1. Note B on the drawing says the blue panel is mounted to a clear lexan backer for halo lighting around the perimeter, but the drawing does not show LEDs all the way around the perimeter of that unit, only behind the routed copy area.

A. The sign is to have halo lighting. Please include halo lighting in your bid. No new drawing will be issued.

Sue Morianti Purchasing Manager

Notice dated: May 8, 2009



# CITY OF NOVI LED SIGN - FABRICATION & INSTALLATION PROPOSAL FORM

<u>ITEM</u>	<u>LUMP SUM</u>
LED Sign (Fabrication & Installation	\$ 47,332 %
We acknowledge receipt of the follo (please indicate numbers below)	owing Addendums:
AMENDUM #1 HAVEN	AUN #7
Comments:	
with the City of Novi in accordance complete and signed proposal, it is	this proposal and agrees to enter into an agreement with the bidding documents. In submitting this understood that the right is reserved by the City of make such award that, in the opinion of City Council, Novi.
Company Name: TownSEr	NO NEON, FNC. ROY HARRIS - OUTSINE SALES
Name of Authorized Signer:	Nov HARRIS - OUTSINE SALES
Authorized Signature	Aanu
Date 5-11-09	



#### CITY OF NOVI LED SIGN - FABRICATION & INSTALLATION

#### QUESTIONAIRE FORM

Date: <u>5-11-09</u>
Firm Name: TOWNSEND NEON, INC
Address: 31550 GOSSETT DRIVE
City: Koekwood State: M/ Zip: 42173
Telephone Number: 734 379 - 4000
Fax Number: 734 379 - 6029
Email Address: Roy & TNICO , COM
Firm Established: 1930 Years in Business: 79
Type of Organization: (Circle One)
a. Individual b. Partnership c. Corporation d. Joint Venture e. Other
How many full time employees?
How many part time employees? None
Provide information relative to the experience your company has had working with municipalities. Please provide the names of municipalities where service was provided.
SEE LIST ENCLOSED
Provide information relative to the experience and financial capability of your company to carry out the terms of this contract.
SEE LIST ENCLOSED

	KNY HARRIS	- ENGINEERING DECREE.
···		
ow many clients doe rovide a list.	es your company currently serve	e with the type of services described?
	SEE LIST EN	CLOSER
umber and contact pgencies) that you wo	•	icipalities (or other governmental
	nt List that will be on site and av trucks, tractors, etc).	railable for use by the crew performing sig
	87' BOOM THE	och

ithin the timefran	rent resources, are you available to fabricate and install ne allocated?  Please explain.	the signs identified
•	, , , , , , , , , , , , , , , , , , ,	
	YES	
<u> </u>		
ovide a descript	on of your company's philosophy relative to entryway/w	elcome signage.
ovide a descript 	ion of your company's philosophy relative to entryway/w	
ovide a descript		
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ovide a descript	ENTRYWAY / WEC COME SIGNAGE IS NEED IN BUERY COM	
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## Townsend Neon, Inc.

### LED Message Centers - Customer Reference

As	of:	March	2009
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Name	Location	Contact Person	Phone #
Amber Apartments	Troy	Tracy Brown	248-848-3636
Bella Vista Medical Ctr	Ford St., Southgate	Sarah /Lynn	734-282-5444
Birmingham Seaholm High Sch	(Birmingham	Terry Piper	248-203-3051
Birmingham Groves High School	Birmingham	Scott Mackinnon	248-203-3559
City of Ecorse	Ecorse	Clara	313-386-2410
City of Sterling Hgts.	Senior Center	Steve Guitar	586-446-2489
City of Sterling Hgts.	City Center	Steve Guitar	586-446-2489
Detroit Edison-Fermi	Fermi Power Plant, Monroe	Bill Dempsey	
Dr. Patrick Kelly	Southfield Rd., Lincoln Park	Dr. Kelly	313-928-8555
Dunkin Donuts	Eureka Rd., Southgate	Chandresh	734-552-0862
Dunkin Donuts	West Rd., Woodhaven	Chandresh	734-552-0862
Flat Rock Comm. Lutheran	Flat Rock	Sheryl Hammond	734-782-0563
Flat Rock High School	Flat Rock	Blaine Armstrong	734-782-1270
Folands Jewelry	Eleven Mile, Royal Oak (COLOR)	Heather Kroot	877-365-2637
General RV	Racho Rd., Brownstown	Frank	734-284-5500
North Oakland YMCA 2 Units	Auburn Hills	Building Manager	248-370-9628
South Pointe Church	Ford St., Trenton	Pstr Brett Kays	734-675-7575
Village Ford	Michigan Ave., Dearborn (COLOR)	T	313-565-3900
Village Ford	Telegraph Rd., Dearborn (COLOR)	· 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1.	313-565-3900
Wy So. Credit Union	Flat Rock	Carma Peters	734-285-0600
News Herald	Southgate (COLOR)	Paulette Dillingham	734-246-0135
Rowan Pontiac/GMC	Southgate (COLOR)	Mark Montante	734-285-2252
Genthe Chevrolet	Southgate (COLOR)	d var	734-283-3400
Southgate Anderson High	Southgate	Mike Kell	734-248-4611
Wyandotte Yack Arena	Wyandotte (COLOR)	James Knopp	734-324-7290
KSP Insurance	Wyandotte (Install October)	Cheryl Savage	734-285-5600
Wyandotte Roosevelt High	Wyandotte, Eureka Rd. (COLOR)	Mary Mcfarlane	734-759-5000
Wyandotte, City of		Lisa Hooper	734-324-4506
3 Nicks Tap Room	Eureka Rd., Southgate (COLOR)	Nick or Phil Burgandy	734-282-7722
Infinity Outdoor - Time/Temp	Detroit (Jefferson & I-375)	And the state of t	
Downriver Physical Medicine	Telegraph Rd., Brownstown Telegraph Rd., Dearborn Heights	Debra Albany	734-782-0420 313-299-8000
The Hooch Bar & Grill Polish Roman Catholic Union	Oak St., Wyandotte	Kelly Salatowski	734-281-7036
US Steel - Great Lakes	Jefferson Rd., Ecorse (COLOR)	Ken Basar	313-749-4674
Downriver Praise Center	Northline Rd., Southgate (COLOR)	The state of the s	734-287-7100
Gordor Chevrolet	Ford Rd., Garden City (COLOR)	Tim Swinea	734-458-6200
Pat Milliken Ford	Telegraph Rd., Redford (COLOR)	Julie Bessner	313-255-3100
John F. Kennedy Jr. Libarary	Van Born Rd., Dearborn Heights	Carmine Oliverio	313-791-9805
Education First Credit Union Detroit Windsor Tunnel	Pennsylvania Rd., Southgate Jefferson Rd., Detroit (COLOR)	Mia Caughéy / Mi	734-284-9410 313-567-4422
Speed Boat Bar & Grill	Biddle St.: Wyandotte (COLOR)	Ken AND THE RESERVE	734-282-5750
Pic-Pak Market	Fort St., Brownstown		734-671-6310
Education First Credit Union	Gibraltar Rd., Brownstown	Mia Caughey	734-284-9410

Seitz Middle School	Kennebec St., Riverview	Fred Keier	734-285-6649
William Ford Career Tech. Cen.	Marquette Ave., Westland, MI	Steven Kay	734-419-2102
Lincoln Park, City of	Southfield Rd Lincoln Park (COLOF	Steve Duchane	313-386-1800
Sportway, Inc.	M-59, Waterford Twp. (COLOR)	Mike Makar	248-643-9200
Village Green Appartments	Fort St., Lincoln Park (COLOR)	Robyn Barnett	313-928-1414
Energy Efficient Construction	West Rd., Trenton	Dale Howard	734-676-1344
City of Taylor, Recreation Dept.	Goddard Rd., Taylor (COLOR)	Rose Sclafani	734-374-4022
City of Rockwood, Comm. Cnt.	Old Fort Rockwood	Cindy Roxberry	734-379-9496
City of Flat Rock, Comm Cent.	Gibraltar Rd., Falt Rock (COLOR)	Terry Miller	734-379-1450
Wyane Community Center	Howe, St., Wyane	Kathy Martin	734-721-7400
Ford Michigan Proving Ground	Rome, MI (COLOR, 2 Units)	Scott Redmon	313-805-9383
Sault Ste. Marie Int. Bridge	I-75, Sault Ste. Marie US (6 Units)	Peter Petainen	906-635-5255
Trenton Kennedy Ice Arena	West Rd., Trenton (COLOR)	Pat Hawkins	734-676-7172
Living Word Church of God	Van Born Rd., Taylor (COLOR)	Pastor Reynolds	313-295-1888
Fratello's Resturant	Fort St. & Van Horn Rd. Trenton	Michael Concessi	734-692-1730
Christ The King Lutheran	Pennsylvania Rd., Southgate	Rev. Jason Cashmer	734-285-9695
Oak Grove African Methodist	Cerrylawn, Detroit (INSTALLATION	Valerie Lott	313-341-8877