

ADVERTISEMENT FOR BIDS
Polk County, North Carolina
Bryant H. Womack Building
40 Courthouse Street
PO Box 308 Columbus, NC 28722
Polk County Wayfinding Sign System – Phase 1

BID INFORMATION

Bid Type: Wayfinding – Goods/Services
 Bid Number: POLK COUNTY – 2018 - Signs
 Title: Polk County Wayfinding Sign System – Phase 1
 Start Date: **August 3, 2018, 10:00 am**
 End Date: **August 13, 2018, 3:00 pm**
 Bid Expiration: All bids submitted must be good for 45 days.
 Agency: Polk County
 Bid Contact: Marche Pittman, Polk County Manager
 PO Box 308
 40 Courthouse Street
 Columbus, NC 28722
 (828) 894-3301
 Project Management Contact: Kenny Armstrong, Transportation Planner
 J.M. Teague Engineering & Planning
 525 N. Main Street
 Waynesville, NC 28786
 (828) 456-8383

Pursuant to N.C.G.S. 143-129, Polk County will accept sealed bids for manufacturing and installation of the Polk County Wayfinding Sign System – Phase 1 at the office of the Polk County Manager, 40 Courthouse Street, Columbus, NC 28722, until 3:00 pm, EST, **August 13th, 2018**. The bids will be opened publicly and read aloud at 3:00 pm **August 13th, 2018**. *Only sealed bids will be accepted*. No bid will be accepted after the official time and date. Copies of the specifications and bid forms may be obtained at the office of the Polk County Manager, phone (828) 894-3301, during regular business hours (8:30 am – 5:00 pm, Mon-Fri). Polk County reserves the right to reject any and all bids. Electronic copies of the specifications and this bid package will be available at <http://www.polknc.org/businesses/bids.php>

Request for Bid Timeline	
Name of the Bid	Polk County Wayfinding Sign System – Phase 1
Date of Issuance	August 3, 2018
Pre-Bid Meeting	No Pre-Bid meeting will be scheduled
Deadline for Questions	August 8, 2018 (5:00pm)
Deadline for Bid Submittal	August 13, 2018 (3:00pm)
Bid Opening	August 13, 2018 (3:00pm)
Recommendation for Award (JMTE)	August 15, 2018
Polk County Board of Commissioners Approval	August 20, 2018

PROJECT SUMMARY

Polk County, NC, is seeking bids from qualified firms to fabricate and install wayfinding signs in multiple locations throughout the county. The signage plan (location, site photo, and sign design) is included in this bid packet. Bids are only being solicited from responsible and established applicants known to be experienced and regularly engaged in the work of signage system fabrication and installation.

PURPOSE OF PROJECT

Polk County's wayfinding sign system is a tool to drive economic development and opportunity in Polk County, create a sense of place, and foster a greater sense of community pride. The goal is also to enhance the experience of Polk County visitors, by welcoming visitors into the community, into the downtown districts, and our county parks and major points of interest, helping them find parking, destinations, resources, and amenities - making their visit as enjoyable as possible. The completed system should demonstrate to visitors and residents alike that the county has thoughtfully considered and identified the location of the signs to better direct traffic to the many unique and popular destinations within the county.

SCOPE OF WORK

The contractor shall furnish at least 54 vehicular wayfinding signs located throughout Polk County, NC. The bid is inclusive of base signs, supports, delivery, and installation. All the signs will be placed within the County of Polk in North Carolina. Detailed maps will be provided prior to fabrication.

Schedule

The contractor acknowledges that time is of the essence for this project and that Polk County will require that fabrication and installation of certain signs [thirteen (13) large signs] be expedited to meet a deadline of September 10, 2018. The contractor further acknowledges that the remainder of the 54 total signs will be scheduled under the general timeframe of 90 days' completion (fabricated, installed, and inspected by a third party by the end of the 2018 calendar year).

Sign Fabrication & Installation

The contractor shall provide a bid using the specifications found within this document, both as a Per Unit Cost and for a minimum of 54 signs. The total number of signs is to be determined. The contractor will perform all work under the administration of Polk County and the project management firm, JM Teague Engineering & Planning (JMTE).

- The contractor is responsible for fabrication and installation of all signs.
- The contractor shall be on NCDOT's list of Qualified Contractors.
- Polk County will be coordinating with NCDOT for all required encroachments. JMTE will be staking the sign locations as they are approved by NCDOT.
- **The contractor shall be responsible for locating all underground utilities and having utility locations flagged prior to installation.**
- The contractor shall install footers. JMTE will provide the contractor with the engineering drawings with footer specifications.
- Third Party final inspection of sign installation is required. The contractor shall be responsible for costs incurred by sign installation inspection by an approved third party.

BID SUBMITTAL INFORMATION

Sealed bids, containing 2 copies of the bid package clearly marked on envelope (as defined on page 4), for the project entitled Polk County Wayfinding Sign System – Phase 1, will be received by the Polk County Manager at 40 Courthouse Street in Columbus, NC and then at said address publicly opened and read aloud.

This will be a formal purchase contract bid. The bids will be evaluated, and contract will be awarded, in accordance with the statutory requirements. All bidders must meet the licensing requirements under Chapter 87 of the N.C. General Statutes. Small Business Entities, Women Owned Businesses and Minority Owned Businesses are encouraged to submit bids. Polk County reserves the right to reject all bids and to accept such bids as appears in its judgment to be in the best interest of the County. Polk County reserves the right to waive any informality.

All bidders must provide evidence of sufficient experience of completed projects. Include 3 references for similar work performed in the past 5 years. List the date services were performed and the contact information of an individual possessing knowledge of the contractor's work.

The bid should include itemized taxes as separate line item per type in the bid estimate.

The contractor must ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

Bidders are required to verify compliance with the following requested items (marked with "X") and include with the bid those items as requested or be prepared to furnish at a later date as specified. Lack of compliance may result in rejection of bid.

1.	X	Return bid with Polk County Bid Form (2 pages) with signature. Any bid submitted on forms other than the bid form provided within this document may be disqualified. All bids submitted must be typed or written in ink and submitted by the bidder's designated representative.
2.		Bid Bond: Bond must be included in the bid package at the time of opening.
3.	X	No Bid Bond required.
4.	X	Certificate of Insurance due with submittal of bid. <i>Details provided on Page 9.</i>
5.		Performance Bond upon notification of award.
6.	X	Brochures, catalogs, model numbers, or pertinent literature where applicable.
7.	X	References (preferably from local government units).
8.	X	Signature on bid by authorized personnel.
9.		Minority business forms.
10	X	Fabrication & Installation Schedule (with Acknowledgement)
11.	X	The contractor must submit the E-Verify Verification and W-9 Form.

Documents are available at <http://www.polknc.org/businesses/bids.php>

QUESTIONS

Any matter of this bid package that requires explanation or interpretation must be inquired by the Bidder, in writing, no later than August 8th, 2018 (5:00pm). All technical questions may be directed to the Project Management firm, J.M. Teague Engineering & Planning:

Kenny Armstrong (kenny@jmteagueengineering.com)

CC Candace Hladick (candace.hladick@jmteagueengineering.com)

CC Melinda Massey (mmassey@firstpeaknc.com).

Questions will be posted in the form of written addenda on the <http://www.polknc.org/businesses/bids.php> website. All addenda that you receive shall become a part of the Contract Documents and shall be acknowledged and dated on the bottom of the Bid Form. It is the Bidder's responsibility to ensure that all addenda were received.

PUBLIC BID OPENING:

AUGUST 13, 2018, AT 3:00 PM

Bryant H. Womack Building
40 Courthouse St
Columbus, NC 28722

SUBMITTAL:

On the outside of a sealed envelope, write:

- 1. The name of the Vendor**
- 2. Project Title and Bid Number**

Submittal Options:

A. Mail

*Polk County Manager
PO Box 308
Columbus, NC 28722*

B. Physical Drop-off Location:

Polk County Manager's Office
40 Courthouse St
Columbus, NC 28722

Polk County is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the County, or any other means of delivery employed by the Bidder. If it is questionable that the postal service can deliver your bid on time, it is suggested that it be hand delivered.

Similarly, Polk County is not responsible for, and will not open, any bid responses that are received after the time stated above. Late submittals will be retained in the bid file, unopened. No responsibility will be attached to any person for premature opening of a bid not properly identified.

GENERAL CONDITIONS

PARTY IDENTIFICATION

AGENCY: "Agency" is hereinafter defined as the customer. The customer is an individual or a group of individuals whom represent the interest of the city, borough, county, parish, state or private enterprise and has been charged with the responsibility of purchasing one or more sign(s).

BIDDER: "Bidder" is hereinafter defined as the sign manufacturer and/or its authorized representative. The bidder is an assigned representative who is authorized to commit to a contract with the "Agency".

VENDOR: "Vendor" is synonymous with "Bidder".

NOTICE TO BIDDERS

Bidders shall thoroughly examine any drawings, specifications, schedule, instructions and any other documents supplied as part of this invitation to bid. Bidders shall make all investigations necessary to thoroughly inform themselves regarding the content of the written specifications, drawings and instructions supplied herein. No pleas of ignorance by the bidder pertaining to the content of the specifications, drawings, schedule or instructions will be considered by the agency once the deadline for bid submission has occurred. Failure or omission on the part of the bidder to make the necessary examinations and investigations into the content of the specifications AND make all clarifications or explanations of exceptions and conditions that exist or that may exist hereafter shall NOT be accepted as a basis for making variations to the requirements of the agency or compensation to the bidder.

WITHDRAWAL OF BID

Any bid may be withdrawn without prejudice prior to the official bid opening time or any publicized postponement thereof, or in accordance with N.C.G.S. 143-129.1.

CLARIFICATIONS

Clarifications shall be written correspondence between the bidder, the agency and all other qualified bidders. A Clarification shall include the paragraph number, page number, the text with unclear content (as written in the specification) and the definition of the clarification requested. Verbal clarifications shall be documented in writing and distributed to all other qualified bidders at least two business days prior to the deadline for bid submission.

EXPLANATION OF EXCEPTIONS

Bidders may take exceptions to any part of the bid contained herein with a written itemized schedule. The schedule shall include the page and paragraph number(s), the text that the bidder feels he can not comply with an explanation why the bidder feels that the requirement is not in the best interest of the agency and/or an alternate bidder solution. Alternate bidder solutions may be considered by the agency, if the bidder can show the agency that the alternate solution is, in quality and quantity, equal to OR better than the specified item. This agency will share the exception/alternate solution with all other Qualified Bidders. Explanation of exceptions shall be documented in writing at least two business days prior to the deadline for bid submission.

NOTIFICATION OF AWARD

The successful bidder will be notified within ten (10) calendar days after the bid has been awarded. Polk County will notify the successful bidder in writing, by a Purchase Order after all prerequisites and

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specifications have been met by the bidder and the award has been made. Verbal notification of the award is not considered a liable mode of notification and therefore shall not be recognized as an official notification.

BID TABULATION AVAILABILITY

Bid tabulations will be available after public bid opening; however, bids will be evaluated at a later time.

BID INFORMATION IS PUBLIC

All documents submitted with any bid shall become public documents and is subject to inspection under the 'Open Records Law'. By submitting any document to Polk County in connection with a bid, the submitting party recognizes this and waives any claim against Polk County and any of its officers and employees relating to the release of any document or information submitted. Each submitting party shall hold Polk County and its officers and employees harmless from any claims arising from the release of any document or information made available to Polk County arising from any bid opportunity.

COLLUSIVE BIDDING

The Bidder certifies that the bid submitted by said Bidder is done so without any previous understanding, agreement or connection with any person, firm, or corporation making a bid for the same contract, without prior knowledge of competitive prices, and it is, in all respects, fair, without outside control, collusion, fraud or otherwise illegal action.

SPECIFICATION DEVIATIONS BY THE BIDDER

By submitting a bid on these specifications, the vendor binds himself to all conditions in these specifications, irrespective of any formalities in his order acknowledgment. No attachment or part may be substituted or applied contrary to manufacturer's recommendations and standard practice. Any variance with the specifications must be stated with the submitted bid and may, after review of all consequences of the variance, disqualify the bid. Accessories supplies shall be compiled with the rest of the equipment offered. Any deviation from the specifications *must* be noted in detail and submitted in writing on the Bid Form. Completed specifications should be attached for any substitutions offered, or when amplifications are desirable or necessary. The absence of the specification deviation statement and accompanying specifications will hold the Bidder strictly accountable to the specifications as written herein. Failure to submit this document of specification deviation, if applicable, shall be grounds for rejection of the item when offered for delivery. If specifications or descriptive papers are submitted with Bids, the Bidder's name should be clearly shown on each document.

BID REJECTION OR PARTIAL ACCEPTANCE

Polk County reserves the right to accept or reject any or all Bids. Polk County further reserves the right to waive technicalities and formalities in Bids, as well as to accept in whole or in part such Bids where it is deemed advisable in protection of the best interests of the County.

ELECTRONIC BID SUBMITTAL

Bid submittals sent by electronic devices (e.g. facsimile machines, e-mail) are not acceptable and will be rejected upon receipt. Bidders will be expected to allow adequate time for delivery of their bid either by airfreight, postal service, or other means.

VENDOR'S PAYMENT OFFSET

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Polk County will have the right to offset any vendor payments due by any obligations to the County in arrears (i.e. taxes, etc.). Any payments due will be offset and the amount adjusted accordingly.

CURRENCY & LANGUAGE

Bid prices shall be shown in US Dollars (\$). All prices must remain firm for the duration of the contract regardless of the exchange rate. All bid responses must be submitted in English.

PAYMENT

Invoices for prepaid transportation charges shall be supported by receipted freight bills. In the case of bids or quotations, all freight charges are borne by the bidder unless otherwise specified in bid.

It is the desire of Polk County to pay promptly. It is the vendor's responsibility to submit invoices directly to the Finance Department and address specified on the contract as "Ship and Bill" on the Purchase Order.

Invoices shall include Purchase Order number, description of item(s), quantities, unit price, extended price, freight, state and local taxes, and date of delivery. Invoices not on printed billheads shall be signed by vendor. Purchase order number must be listed on all shipping labels.

Invoices exceeding the limits established by this contract/purchase order or for materials or services not qualifying under its specifications as ordered are not subject to payment.

AVAILABILITY OF FUNDS

Purchases under this contract beyond the end of the current fiscal year are contingent upon the appropriation of funds for such purposes during the ensuing fiscal year(s).

SAFETY EQUIPMENT

The bidder certifies that all items or service delivered herein comply with the Federal Occupational Safety and Health Act of 1970, as applicable.

INSTALLATION COMPLETION REQUIREMENT

Project completion date may be negotiated at contract and the timeline may be adjusted upon agreement of all parties.

INSPECTIONS

Polk County & JMTE reserve the right to inspect all materials furnished for conformity with the specifications on order. The right is reserved to reject and return, at vendor's expense (to include re-stocking fees and risk), any unacceptable shipment.

Polk County reserves the right to make void the contract if preliminary sign sample does not adhere to NCDOT standards or County specifications.

Polk County reserves the right to withhold final invoiced payment until all installed signs are inspected and approved by a third party.

EQUAL OPPORTUNITY

Executive order No. 11246, as amended, relative to Equal Employment Opportunity and all other applicable laws, rules and regulations, including Title VII of the Civil Rights Act of 1964, are incorporated

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herein by this specific reference. In addition, all laws, rules and regulations applicable to the hiring of disabled veterans and veterans of the Vietnam era and of the hiring of individuals with physical or mental handicaps are incorporated herein by this specific reference.

The Contractor further agrees that:

- In the hiring of employees for the performance of work under this contract, the contractor shall not discriminate against any citizen in the employment of a person qualified and available to perform the work under the contract or purchase order, by reason of race, color, religion, sex, age, handicap, national origin or ancestry;
- The contractor or any person acting on its behalf, shall not in any manner, discriminate against, intimidate, or retaliate against any employee hired for the performance of work under the contract on account of race, color, religion, sex, age handicap, national origin or ancestry; and the contractor shall include this language in all subcontracts entered into for the performance of the contract/purchase order.

FAIR LABOR STANDARDS ACT

Contractor warrants and represents that the goods and/ or services covered by this contract/purchase order have been manufactured in accordance with the requirements of the Fair Labor Standards Act and all other applicable federal, state and municipal laws, rules and regulations.

ALTERNATIVE BIDS

No alternative bids will be accepted unless otherwise requested. Bids, amendments thereto, or withdrawal requests received after the time advertised for Bid Opening, will be void regardless of when they were mailed.

RISK OF LOSS

All risk of loss to the equipment shall remain with the successful bidder until title to the equipment passes to Polk County on the acceptance date. After title passes to Polk County, Polk County shall bear all risk of loss to the equipment.

BROCHURES

Descriptive literature will be required to substantiate details specified in bid and to establish, to bid evaluation, details of the product the bidder proposes to furnish as to design, materials, method of manufacture, construction, assembly or operation as appropriate. In addition, all differences in specifications must be itemized and clearly explained. Each exception will be considered by Polk County as to degree of impact and total effect on bid.

Polk County assumes that silence to exception indicates that the item will comply with specifications. Should the item not comply, and the exception is not indicated, then the item shall be rejected when delivered. All equipment shall be given a general inspection for material, workmanship, and compliance with specifications prior to acceptance. Acceptance is not final until all specifications, with concurrence to exceptions, are met. The submission of literature will NOT constitute the taking of an exception nor honor any specification change.

BIDDER REPRESENTATION

Each Bidder must sign the Bid with his/her usual signature and shall give his/her full business address on the form provided in this Bid.

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SUBCONTRACTING

No portion of this Bid may be assigned to a subcontractor without the prior written approval by the County. Any assignment or attempt at assignment made without consent of Polk County shall be void.

PRODUCT LIABILITY INSURANCE

Proof of current liability insurance shall be supplied with bid response. The proof of insurance shall bear the insurance carrier's name, address and phone number. The proof shall also bear the name and address of the insured. This document shall contain the coverage schedule, explaining the type of insurance, the policy number, the effective date of coverage, the policy expiration date and the individual limits. The minimum amount of coverage shall be as follows:

- Commercial General Liability - as follows:
- Each Occurrence: \$1,000,000
- Damage to rented premises, each occurrence: \$1,000,000
- Medical Expenses: \$5,000
- Personal and Adv Injury: \$1,000,000
- General Aggregate: \$2,000,000
- Products - Comp/OP Agg: \$2,000,000
- Automotive Liability - Combined Single Limit: \$1,000,000
- Excess Liability - Umbrella Form
- Each occurrence: \$25,000,000
- Aggregate: \$25,000,000
- Workers Compensation and Employers' Liability
- E.L. Each Accident: \$1,000,000
- E.L. Disease policy - Each Employee: 1,000,000
- E.L. Disease - Policy Limit: \$1,000,000

SUSPENSIONS AND DEBARMENT

The Contractor certifies pursuant to 48 CFR Part 9 that neither it nor its principles are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Contract by any federal agency. The Contractor certifies that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any contracts with Polk County or the State of North Carolina.

E-VERIFY

North Carolina General Statute §143-133.3 prohibits Polk County from entering into contracts with contractors and subcontractors who have not complied with the requirement of Article 2 of Chapter 64 of the North Carolina General Statutes. Contactor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if contractor utilizes a subcontractor, contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

CONTRACTOR CERTIFIES THAT: (i) Contractor is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. § 147-86.58 (the "Final Divestment List"), and (ii) Contractor will not utilize any subcontractor performing work under this Purchase Order which is listed on the Final Divestment List. The Final Divestment List can be found on the State Treasurer's website at the address www.nctreasurer.com/Iran and should be updated every 180 days.

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INDEMNIFICATION

The Contractor shall, and hereby agrees to, protect, defend, indemnify and hold harmless Polk County, its officers and employees from any and all claims, settlements, judgments, and damages of every kind and nature made, to include all costs associated with the investigation and defense of any claim, rendered or incurred by or on behalf of the County, its officers, and employees, that may arise, occur, or grow out of any errors, omissions, or negligent acts, done by the Contractor, its employees, Subcontractors or any independent Consultants working under the direction of either the Contractor or Subcontractor in the performance of this Agreement.

LAWS AND REGULATIONS

The Agreement shall be governed, interpreted and enforced in accordance with all applicable federal, State of North Carolina, and local laws, ordinances, licenses and regulations of a governmental body having jurisdiction and shall apply to the Agreement throughout.

MISCELLANEOUS

Polk County reserves the right to reject any and all bids or parts thereof. The County and its Project Manager, J.M. Teague Engineering & Planning, reserves the right to inspect Bidder's facilities prior to the award of this bid. Polk County reserves the right to negotiate optional items with the successful Bidder.

OVERSHIPMENTS, UNDERSHIPMENTS

Goods shipped in excess of quantity ordered may be returned at Bidder's expense. Similarly, when under-shipments are received, Polk County reserves the right to leave the purchase order/contract open until goods are received, or to close the transaction if more cost effective for the County.

CLIENT CONTACT SCHEDULE

Polk County holiday closures are typically New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day and the day following, Christmas Eve and Christmas Day. Inquiries generally will not be accepted on those dates.

CANCELLATION

Either party may cancel the award in the event that a petition, either voluntary or involuntary, is filed to declare the other party bankrupt or insolvent or in the event that such party makes an assignment for the benefit of creditors.

LIQUIDATED DAMAGES

If the Bidder fails to deliver the goods or perform the services within the time specified in the negotiated contract, the Bidder shall pay to Polk County liquidated damages of \$200 per day for each expedited sign and \$100 per day each non-expedited sign. The Bidder will not be charged with liquidated damages when the delay in delivery or performance is beyond the control and without the fault or negligence of the Bidder.

PATENT GUARANTEE

Bidder shall, with respect to any device or composition of Bidder's design or Bidder's standard manufacture, indemnify and hold harmless Polk County, its employees, officers, and agents, from costs and damage as finally determined by any court of competent jurisdiction for infringement of any United States Letters Patent, by reason of the sale of normal use of such device or composition, provided that Bidder is promptly notified of all such actual or potential infringement suits, and is given an opportunity to participate in the defense thereof by Polk County.

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TERMINATION OF AWARD FOR CAUSE

If through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations or if the Contractor shall violate any of the covenants, agreements or stipulations of the award, Polk County shall thereupon have the right to terminate the award by giving written notice to the Contractor of such termination and specifying the effective date of termination. In that event, and as of the time notice is given by Polk County, all finished or unfinished goods/services, reports or other materials prepared by the Contractor shall, at the option of Polk County, become its property, and the Contractor shall be entitled to receive compensation for any satisfactory work completed, prepared documents or materials as furnished. Notwithstanding the above, the Contractor shall not be relieved of liability to Polk County for damage sustained by Polk County by virtue of breach of the award by the Contractor and Polk County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due Polk County from the Contractor is determined.

TERMINATION OF AWARD FOR CONVENIENCE

Polk County may terminate the Agreement at any time by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least thirty (30) calendar days before the effective date of such termination. In That event, all finished or unfinished goods/services, reports, materials(s) prepared or furnished by the Contractor under the Agreement shall, at the option of Polk County, become its property. If the Agreement is terminated by Polk County as provided herein, the Contractor shall be paid for all goods/services which have been authorized, provided, and approved up to the effective date of termination. Polk County will not be subject to any termination fees from the Contractor.

If the Right-of-Way Easement between Polk County and the North Carolina Department of Transportation (NCDOT) limits the scope of the project in any way, Polk County reserves the right to terminate any and all Contract Agreements with the Contractor without penalty. NCDOT must approve all sign content and locations before fabrication and installation.

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SCOPE OF SERVICES

The contractor shall furnish at least 54 vehicular wayfinding signs located throughout Polk County, NC. The bid is inclusive of signs, supports, and delivery and installation. The contractor shall provide a bid using the following specifications as a Per Unit Cost, as well as a minimum of 54 signs. The total number of signs is to be determined. The contractor will perform all work as a contractor to Polk County, under management by J.M. Teague Engineering & Planning.

Schedule

The contractor acknowledges that time is of the essence for this project and that Polk County will require that fabrication and installation of certain signs [thirteen (13) large signs] be expedited to meet a deadline of September 10, 2018. The contractor further acknowledges that the remainder of the 54 total signs will be scheduled under the general timeframe of 90 days' completion (fabricated, installed, and inspected by a third party by the end of the 2018 calendar year).

Large Signs (48)

- .25" thick aluminum (or alternate size with appropriate bracing)
- Measures 82" x 107"
- Back and sides of signs must be painted black
- Avery HIP T-6500 Series Retroreflective Sheeting or Reflective 3M HIP 3930 vinyl

Small Signs (6)

- .25" thick aluminum (or alternate size with appropriate bracing)
- Measures 55" x 21"
- Back and sides of signs must be painted black
- Avery HIP T-6500 Series Retroreflective Sheeting or Reflective 3M HIP 3930 vinyl

Support

The contractor shall include the cost of each of the following options in the lump sum and per sign unit price quotes:

- Large Signs w/ One Pole: 15' x 8.625 OD, 0.322" wall (8 STD) 6061-T6 alloy (aluminum) poles painted black and/or Large Signs w/ Two Poles: 15' x 6.625 OD, 0.280" wall (6 STD) 6061 T6 alloy (aluminum) poles painted black
- Small Signs (One Pole): 10' x 3.5 OD, 0.226" wall (3 STD) 6061 T6 alloy (aluminum) poles painted black and/or 10' x 4.5 OD, 0.237" wall (4 STD) 6061 T6 alloy (aluminum) poles painted black.

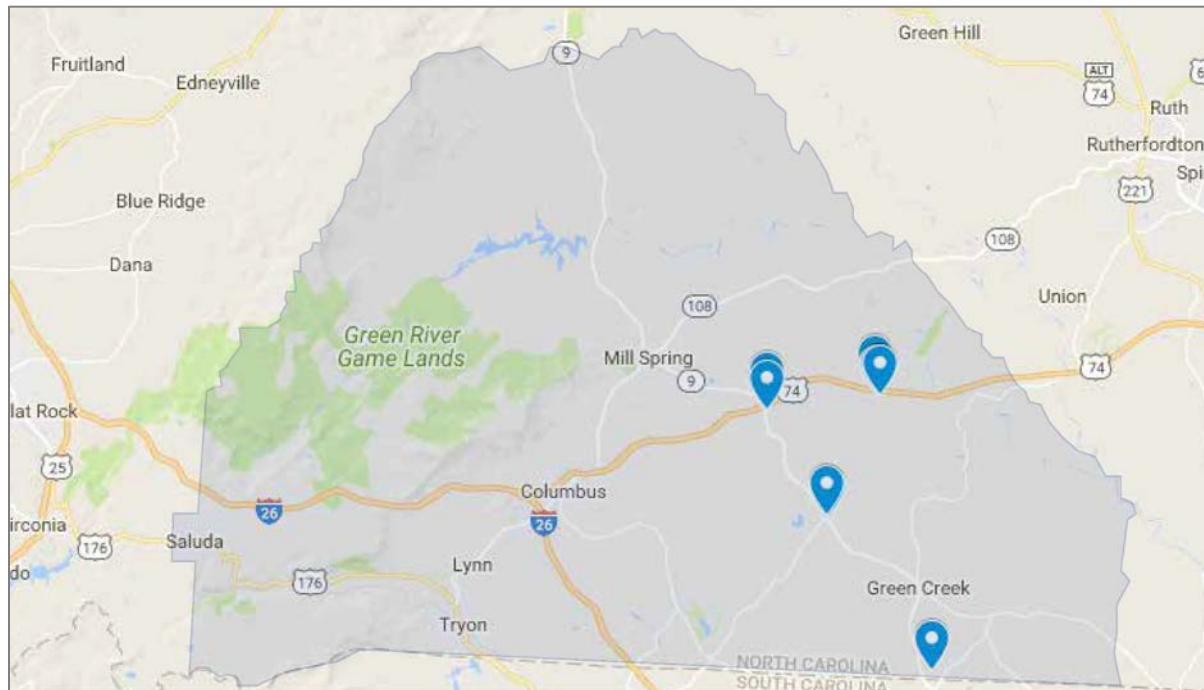
Installation

- The contractor is responsible for delivery and installation of all signs.
- The contractor shall be on NCDOT's list of Qualified Contractors.
- JMTE will be coordinating with NCDOT for all required encroachments. JMTE will be staking the sign locations as they are approved with NCDOT.
- **The contractor shall be responsible for locating all underground utilities and having utility locations flagged prior to installation.**
- The contractor shall install footers. JMTE will provide the contractor with the engineering drawings with footer specifications.
- The contractor shall be responsible for costs incurred by sign installation inspection by an approved third party.

Schedule

The contractor acknowledges that time is of the essence for this project and that Polk County will require that fabrication and installation of certain signs [thirteen (13) large signs*] be expedited to meet a deadline of September 10, 2018. The contractor further acknowledges that the remainder of the 54 total signs will be scheduled under the general timeframe of 90 days' completion (fabricated, installed, and inspected by a third party by the end of the 2018 calendar year).

FIGURE 1: Location of 13 Signs for Prioritized Installation (September 10, 2018)



Authorized Signature: _____ Date: _____

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Polk County Wayfinding Sign Fabrication & Installation – Phase 1

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BID NUMBER: POLK COUNTY-2018-Signs

DATE: August 3, 2018

OPENING DATE & TIME: August 13, 2018 at 3:00pm EST

OPENING LOCATION: Bryant H. Womack Building
40 Courthouse Street
Columbus, NC 28722

Description of Goods/Service	Unit Price	Taxes	Quantity	Total Price
Fabrication & Installation of Large Sign (on 1 post)			35	
Fabrication & Installation of Large Sign (on 1 post) <i>EXPEDITED – Sept.10 Completion</i>			13	
Fabrication & Installation of Small Sign (on 1 post)			06	

Description of Goods/Service	Lump Sum (including taxes)
Fabrication & Installation of ALL EXPEDITED SIGNS (13 Large Signs on 1 post each)	
Fabrication & Installation of ALL REMAINING SIGNS (35 Large Signs on 1 post each, 6 Small Signs on 1 post each)	

Please indicate if 2 posts are selected for installation (reference structural engineer drawing) per sign. Only submit a bid for 2 posts per sign if this is more cost-effective than using 1 post per sign. Note that Polk County prefers one post per sign, but is amenable to Bidder preference, with sufficient explanation.

NOTES: _____

Polk County Wayfinding Sign Fabrication & Installation – Phase 1

BID FORM Page 2 of 2

FIRM NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____

FAX: _____

SIGNATURE: _____

Title: _____

Print Name: _____

Date: _____

By signing this Bid Form, the Bidder acknowledges that:

- It is under no legal prohibition on contracting with Polk County or its project manager JMTE.
- It has no known, undisclosed conflicts of interest.
- It has read, understands, and is in compliance with the specifications, terms and conditions stated herein, as well as its attachments, and any referenced documents.
- The prices offered were independently developed without consultation or collusion with any of the other Bidders or potential Bidders or any other anti-competitive practices.
- It grants Polk County permission to copy all parts of this Bid, including without limitation any documents and/or materials copyrighted by the Bidder, for Polk County's internal use in evaluating Bidder's Proposal, or in response to a public records request under North Carolina public records.
- No offer of gifts, payments or other consideration were made to any Polk County employee, officer, elected official, or consultant who has or may have had a role in the procurement process for the services and or goods/materials covered by this contract.
- It will provide the equipment, materials or services specified in compliance with all Federal, State, and Local Statutes and Rules if awarded by Polk County.
- The signatory is an officer or duly authorized agent of the Bidder with full power and authority to submit binding bids for the goods or services as specified herein.
- It will accept such terms and conditions in a resulting contract if awarded by the County.

REFERENCE FORM

(Please use this form or similar copy)

Bidder shall include a list of three references for similar work with bid response. References shall include project name, brief description and location of project, completed dollar amount of project, date completed, contact person's name, phone and fax number and e-mail address of a similar job completed.

1. Name of Owner of Project: _____
Brief Description (including location): _____

Completed Dollar Amount: \$ _____ Date Completed: _____
Contact Person's Name: _____
Contact Phone #: (____) _____
Contact Fax #: (____) _____
Contact Email: _____

2. Name of Owner of Project: _____
Brief Description (including location): _____

Completed Dollar Amount: \$ _____ Date Completed: _____
Contact Person's Name: _____
Contact Phone #: (____) _____
Contact Fax #: (____) _____
Contact Email: _____

3. Name of Owner of Project: _____
Brief Description (including location): _____

Completed Dollar Amount: \$ _____ Date Completed: _____
Contact Person's Name: _____
Contact Phone #: (____) _____
Contact Fax #: (____) _____
Contact Email: _____

SUBCONTRACTOR FORM		
Name & Address	Description of work to be preformed	Dollar Value of Subcontractor's Work
1.		\$
2.		\$
3.		\$
4.		\$
5.		\$
6.		\$

BIDDER'S QUESTION SUBMITTAL FORM

FOR QUESTIONS RELATED TO BID # POLK COUNTY-2018-Signs

Deadline for submitting a question is August 8, 2018 at 5:00pm

If possible, please submit your questions via e-mail to the Project Manager, J.M. Teague Engineering & Planning. Project Manager's contact information is listed below.

Name: Kenny Armstrong

Title: Transportation Planner

E-mail: kenny@jmteagueengineering.com (CC candace.hladick@jmteagueengineering.com)

Phone: (828) 456-8383

If you do not have access to e-mail, you may use the form below to fax questions to (828) 456-8797.

Company Name: _____ Date: _____

Address: _____

Contact Person: _____

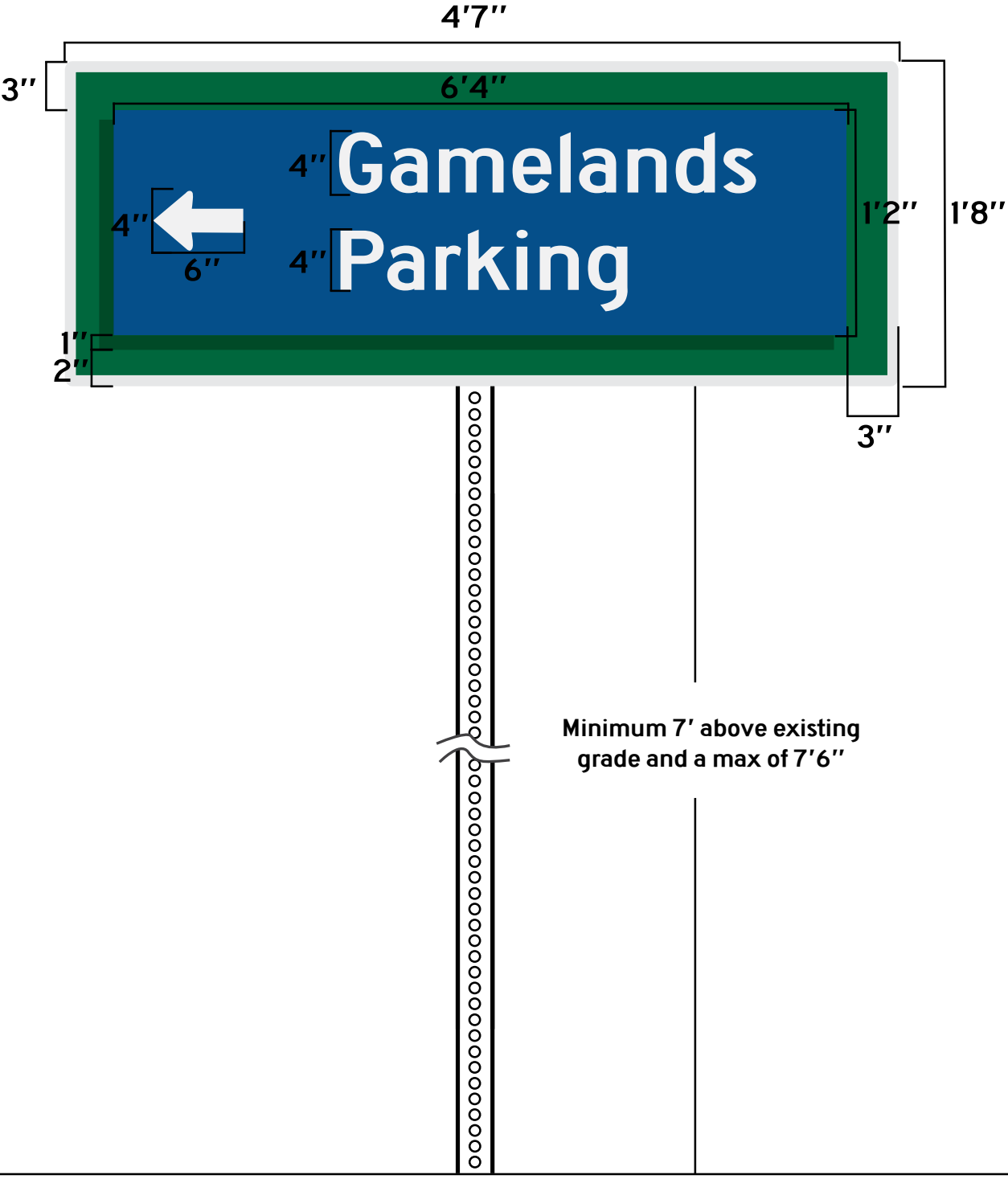
Phone #: (____) _____ Fax #: (____) _____

(PLEASE REFER TO PAGE AND PARAGRAPH NUMBER FROM THE BID, WHEREVER POSSIBLE)

Large Sign Standard Dimensions & Spacing



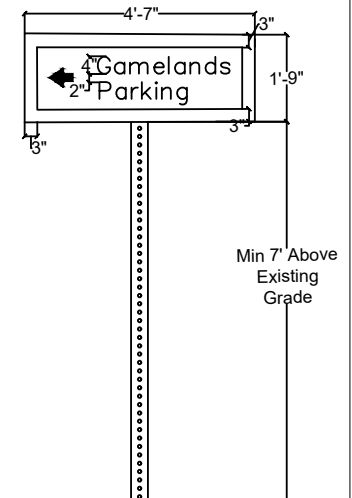
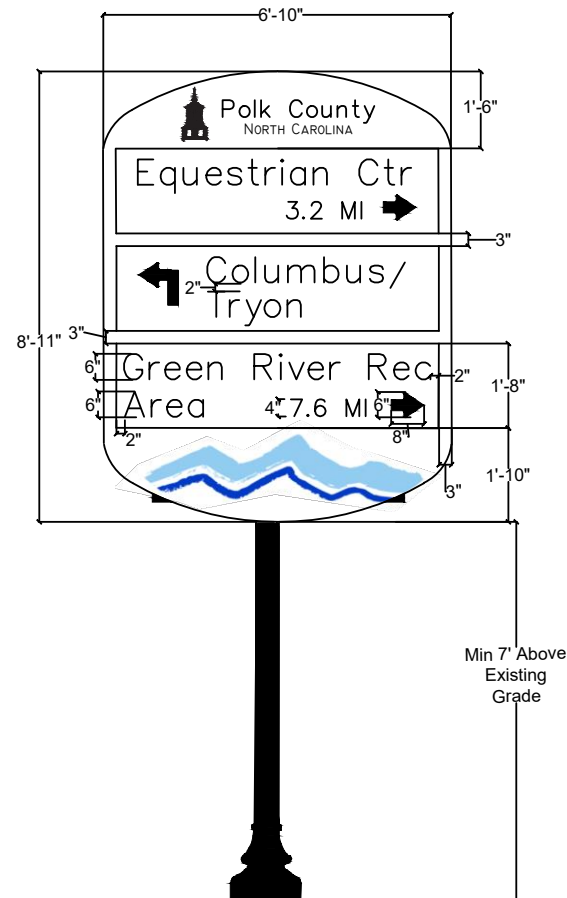
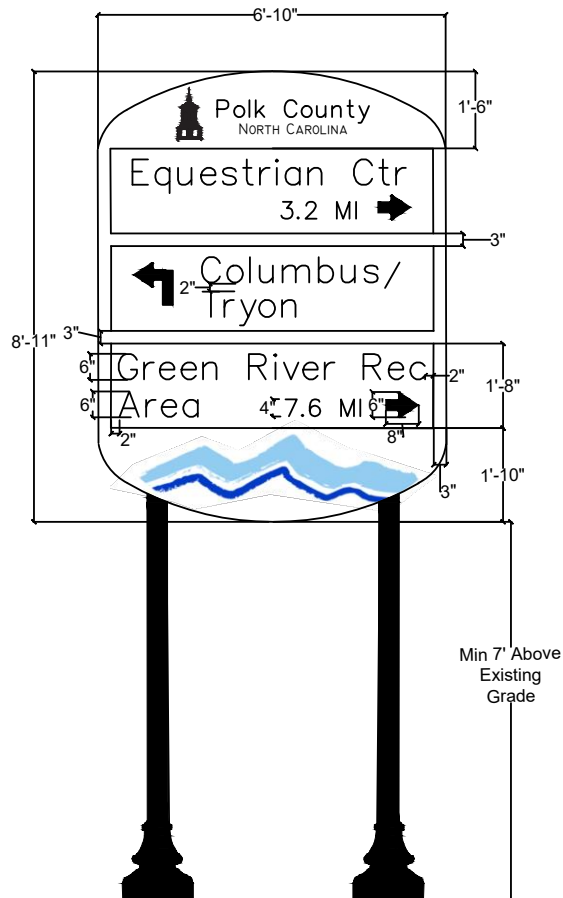
Small Sign Standard Dimensions & Spacing



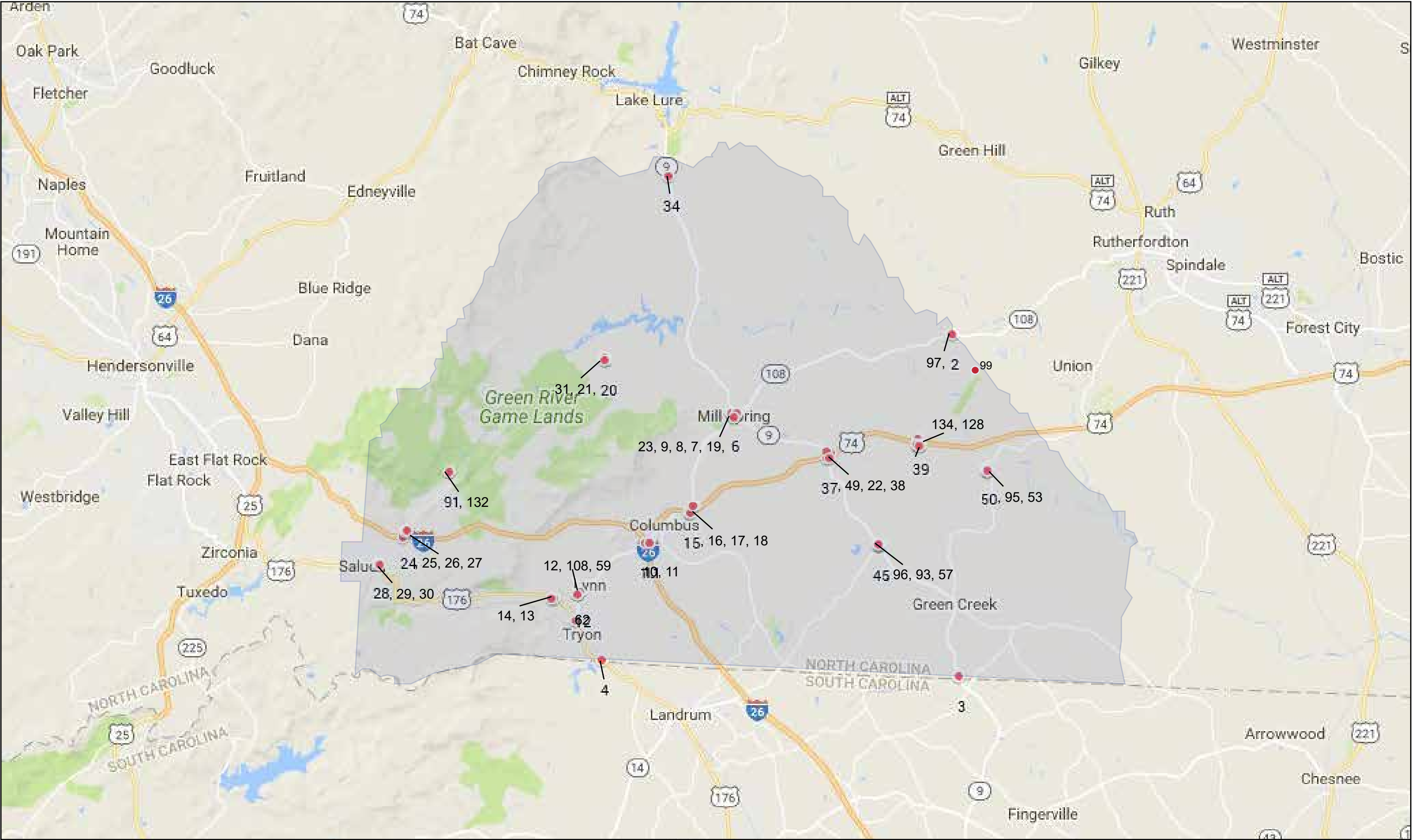
Sign Detail

Notes:

1. Signs shall be located on right side of roadway.
2. Signs shall be located a minimum of two feet (2') from the edge of roadway and four feet (4') from all pedestrian crosswalks.
3. All signs shall have a lateral offset distance of no less than seven feet (7') from adjacent grade.
4. All lettering, messages, arrows and other symbols shall be of an FHWA approved retroreflective material to show the same shape and color for both day and night optimal visibility.
5. All lettering shall be six inch (6") Series C font type with two inch (2") separation between lines with no more than six lines of text.



Polk County Wayfinding Signs - Phase 1
STUDY AREA MAP



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 02

Sign Type: Wayfinding

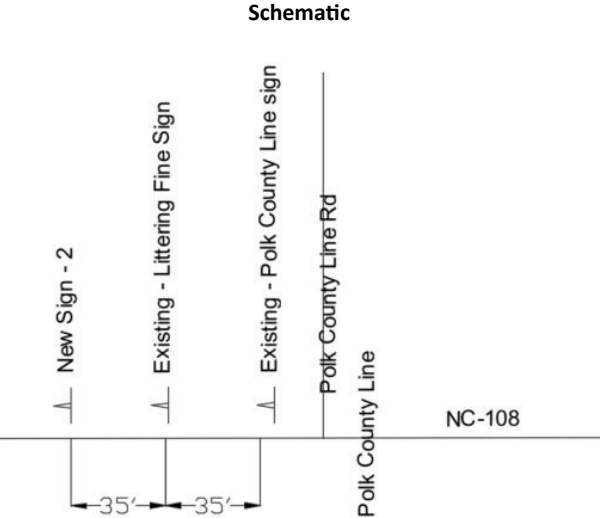
Prime Street: NC 108

Cross Street: Rutherford Co Line

Speed Limit: 55

Direction: West bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 03

Sign Type: Wayfinding

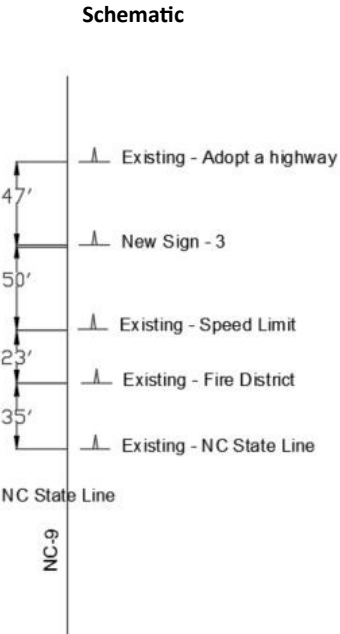
Prime Street: NC 9

Cross Street: NC / SC State line

Speed Limit: 55

Direction: North bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 04

Sign Type: Wayfinding

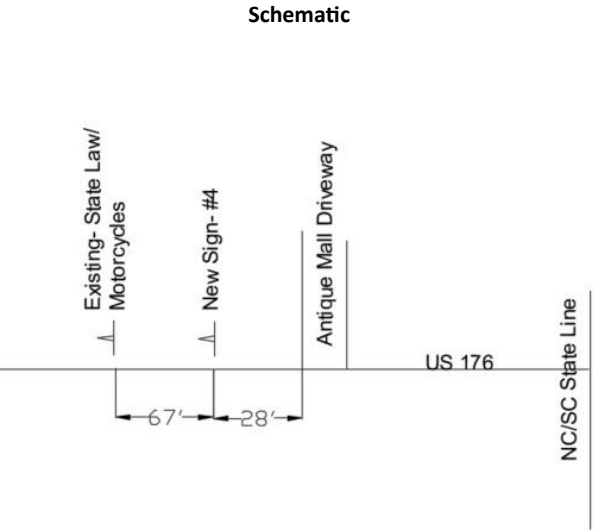
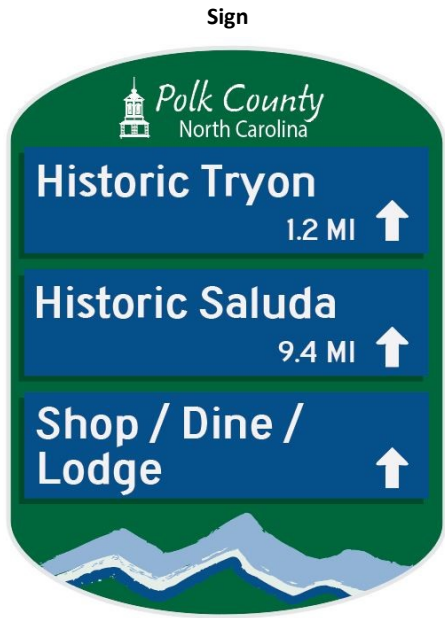
Prime Street: Trade St. (US 176)

Cross Street: NC / SC State line

Speed Limit: 45

Direction: West bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 06

Sign Type: Wayfinding

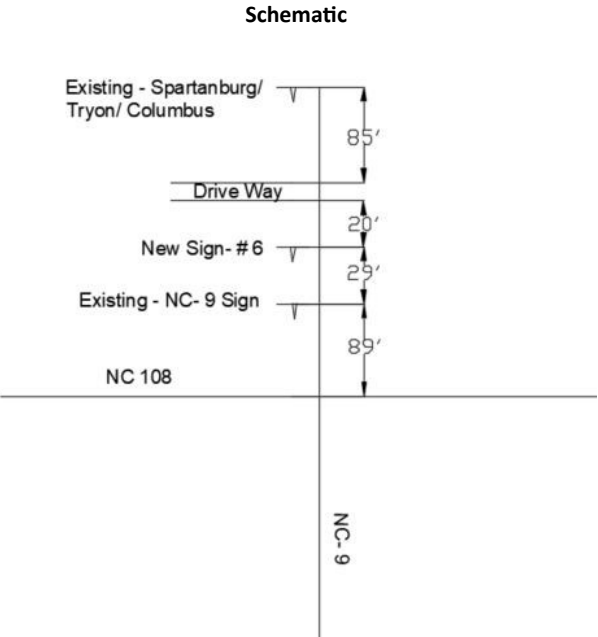
Prime Street: NC 9

Cross Street: NC 108

Speed Limit: 35

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 07

Sign Type: Wayfinding

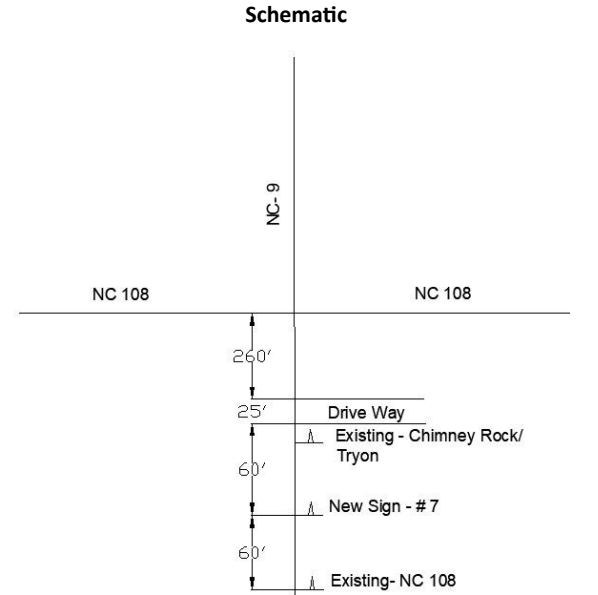
Prime Street: NC 9

Cross Street: NC 108

Speed Limit: 35

Direction: North bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 08

Sign Type: Wayfinding

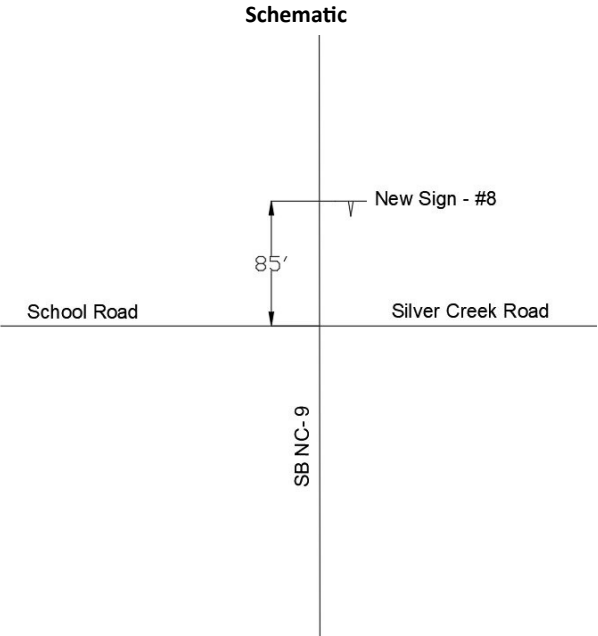
Prime Street: NC 9

Cross Street: School Rd

Speed Limit: 35

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 09

Sign Type: Wayfinding

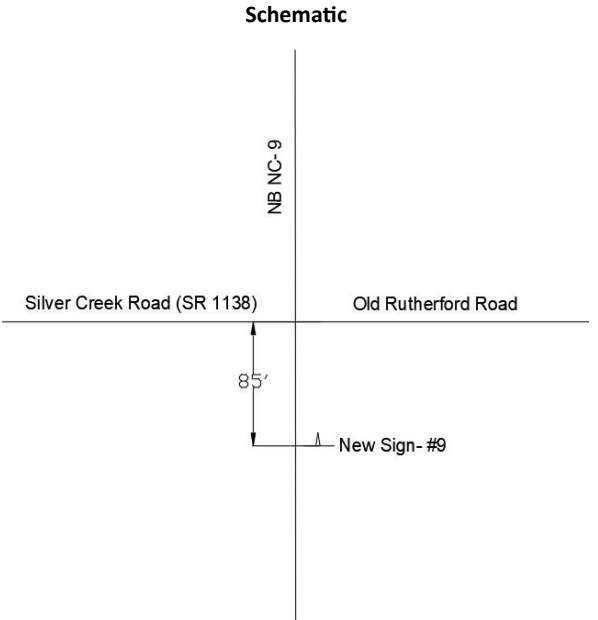
Prime Street: NC 9

Cross Street: Silver Creek (SR 1138)

Speed Limit: 35

Direction: North bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 10

Sign Type: Wayfinding

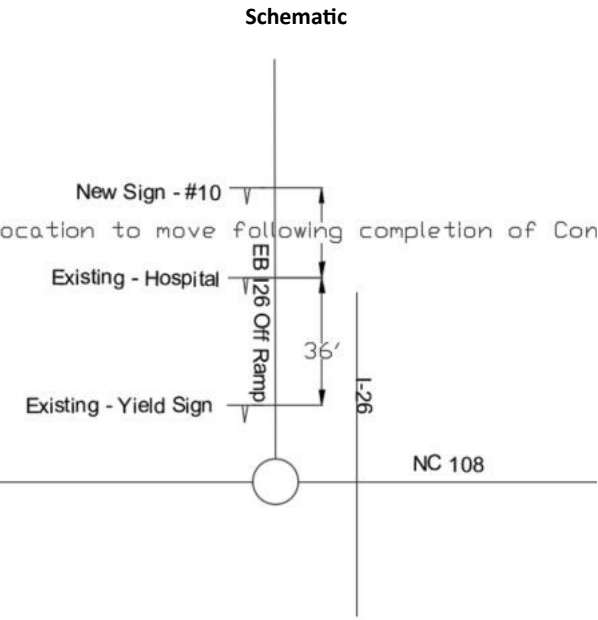
Prime Street: I-26 (Ramp)

Cross Street: NC 108

Speed Limit: Recommended MPH

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 11

Sign Type: Wayfinding

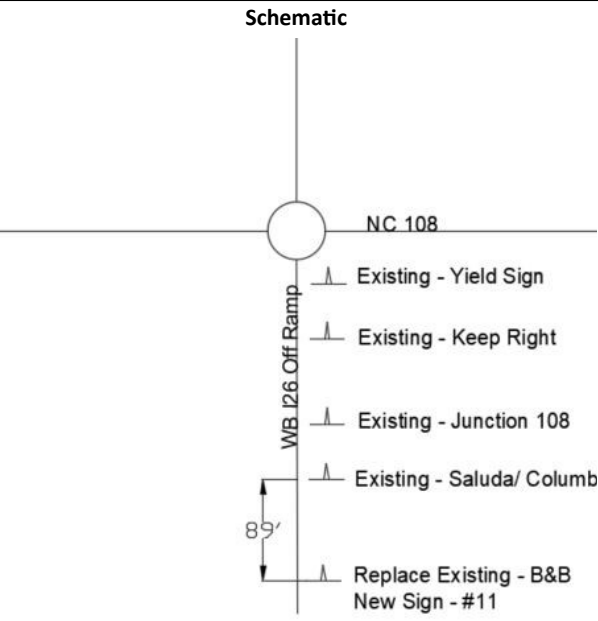
Prime Street: I-26 (Ramp)

Cross Street: NC 108

Speed Limit: Recommended MPH

Direction: West bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 12

Sign Type: Wayfinding

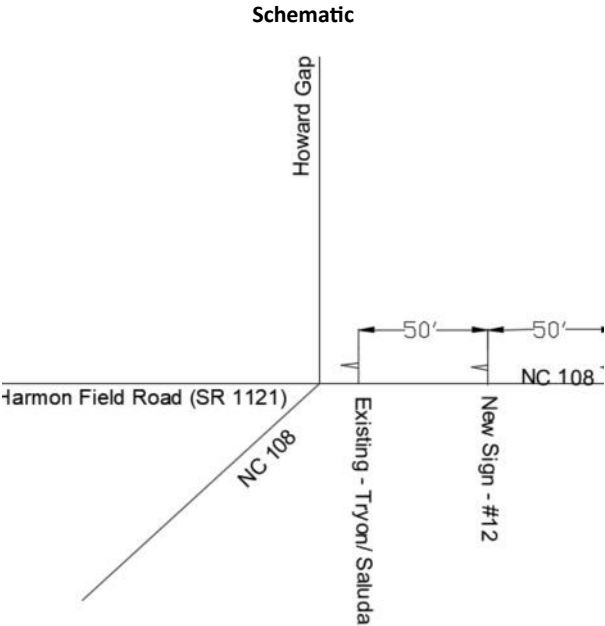
Prime Street: NC 108

Cross Street: Harmon Field Rd (SR 1121)

Speed Limit: 45

Direction: West bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 13

Sign Type: Wayfinding

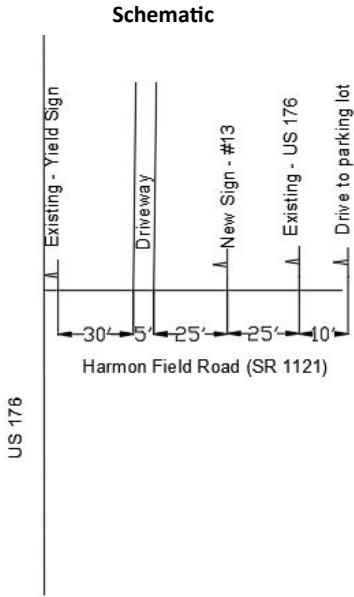
Prime Street: Harmon Field Rd (SR 1121)

Cross Street: US 176

Speed Limit: 45

Direction: NA

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 14

Sign Type: Wayfinding

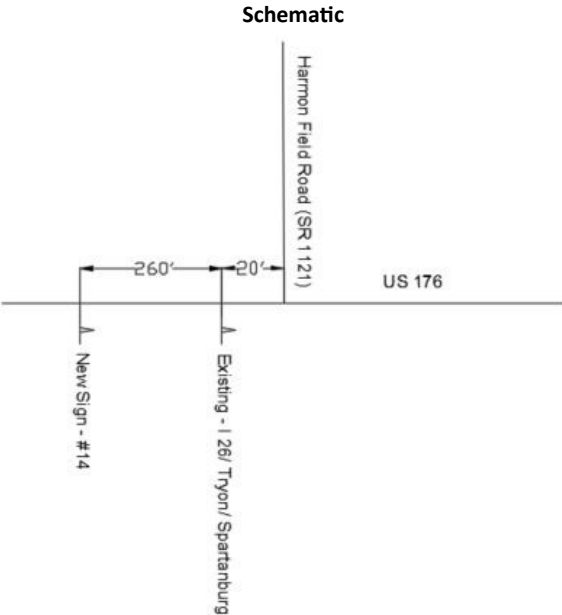
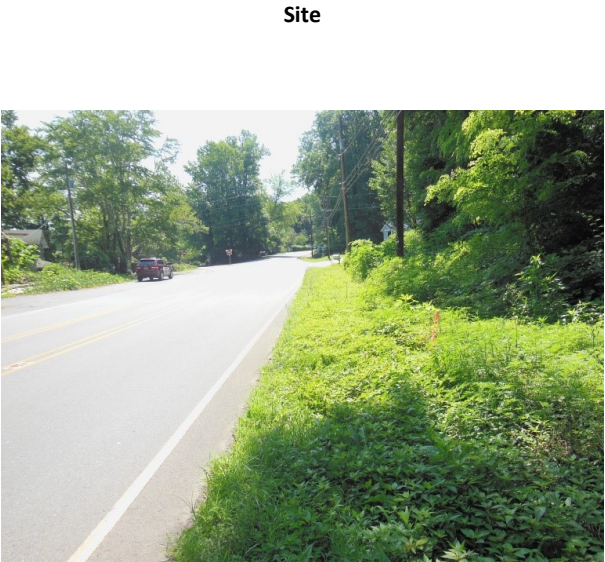
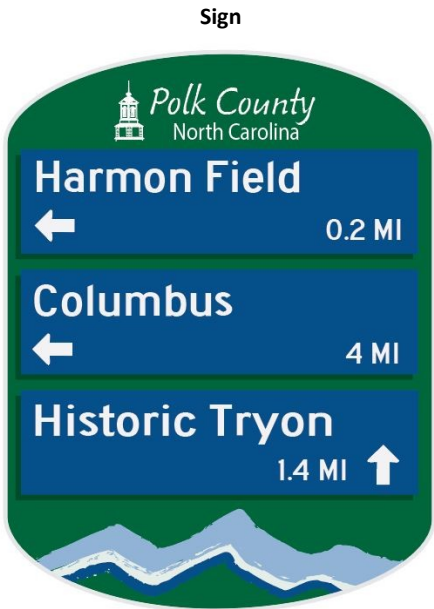
Prime Street: US 176

Cross Street: Harmon Field Rd (SR 1121)

Speed Limit: 45

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 15

Sign Type: Wayfinding

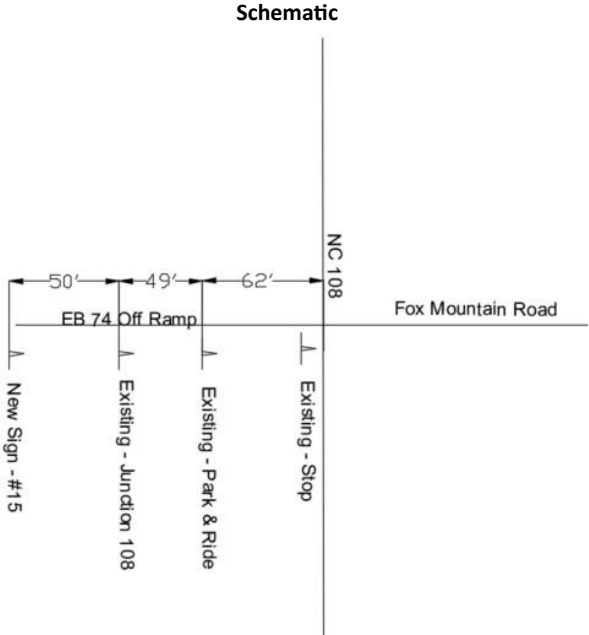
Prime Street: US 74 (Ramp)

Cross Street: NC 108

Speed Limit: Recommended MPH

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 16

Sign Type: Wayfinding

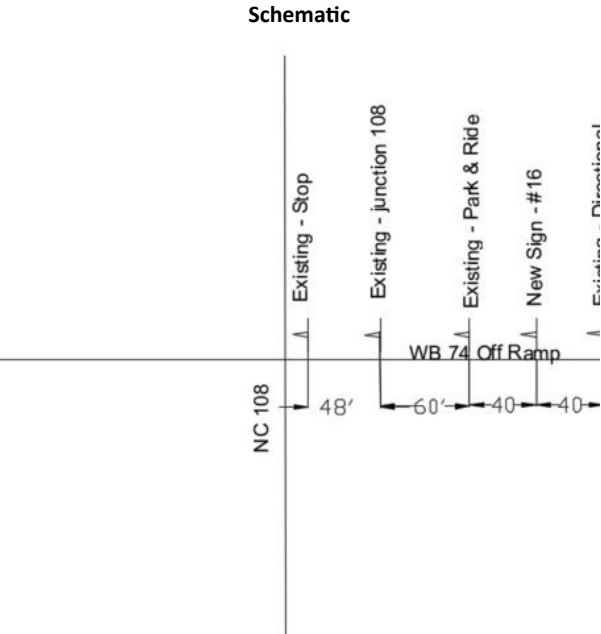
Prime Street: US 74 (Ramp)

Cross Street: NC 108

Speed Limit: Recommended MPH

Direction: West bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 17

Sign Type: Wayfinding

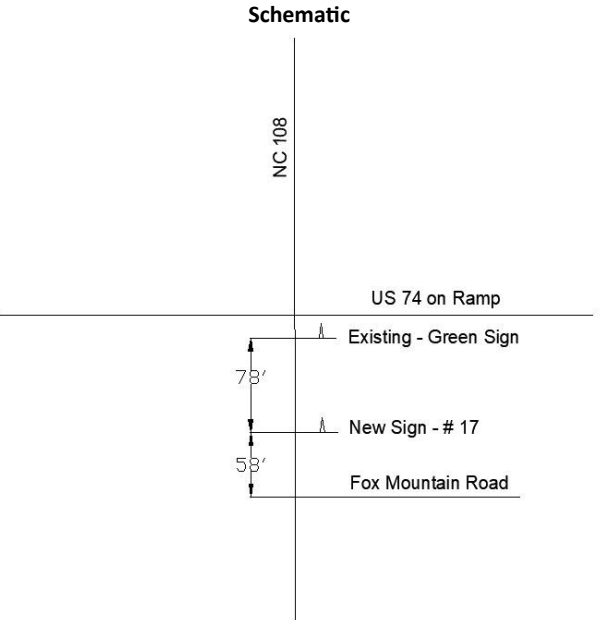
Prime Street: NC 108

Cross Street: US 74 on Ramp

Speed Limit: 45

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 18

Sign Type: Wayfinding

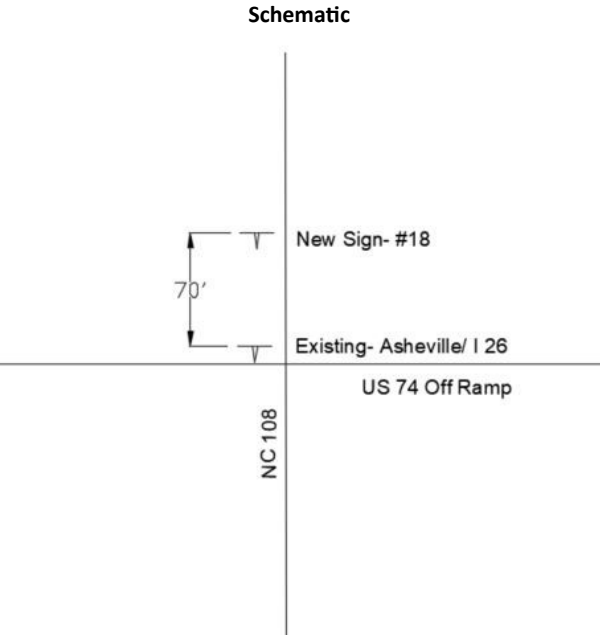
Prime Street: NC 108

Cross Street: US 74

Speed Limit: 45

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 19

Sign Type: Wayfinding

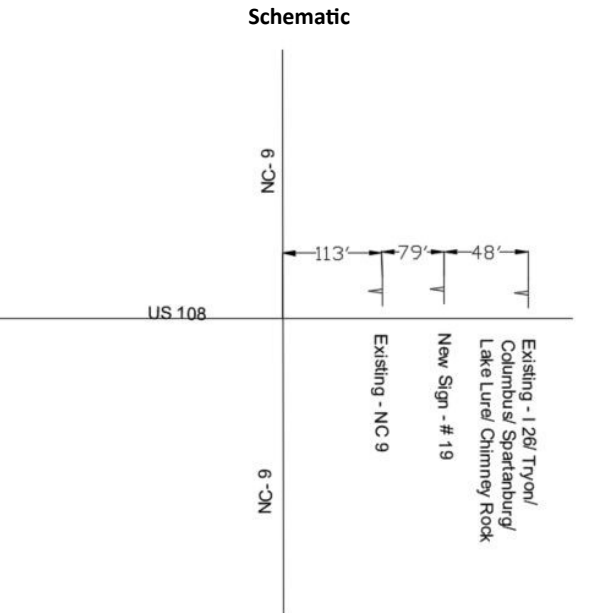
Prime Street: NC 108

Cross Street: NC 9

Speed Limit: 35

Direction: West bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 20

Sign Type: Wayfinding

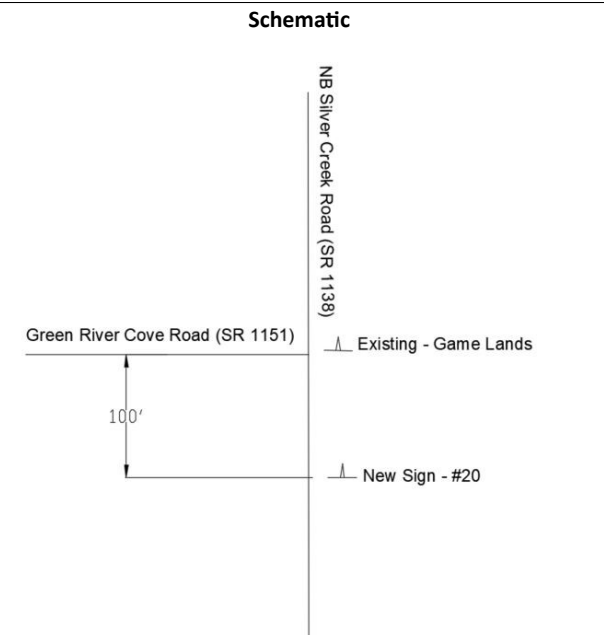
Prime Street: Silver Creek (SR 1138)

Cross Street: Green River Cove Rd (SR 1151)

Speed Limit: 35

Direction: North bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 21

Sign Type: Wayfinding

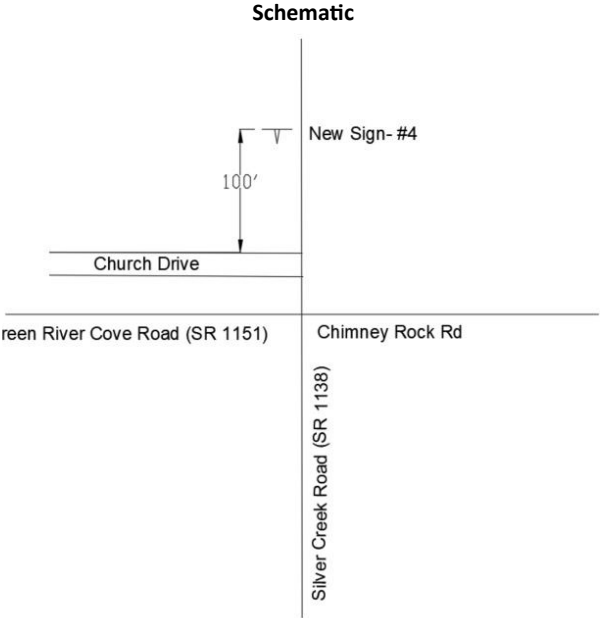
Prime Street: Silver Creek (SR 1138)

Cross Street: Green River Cove Rd (SR 1151)

Speed Limit: 35

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 22

Sign Type: Wayfinding

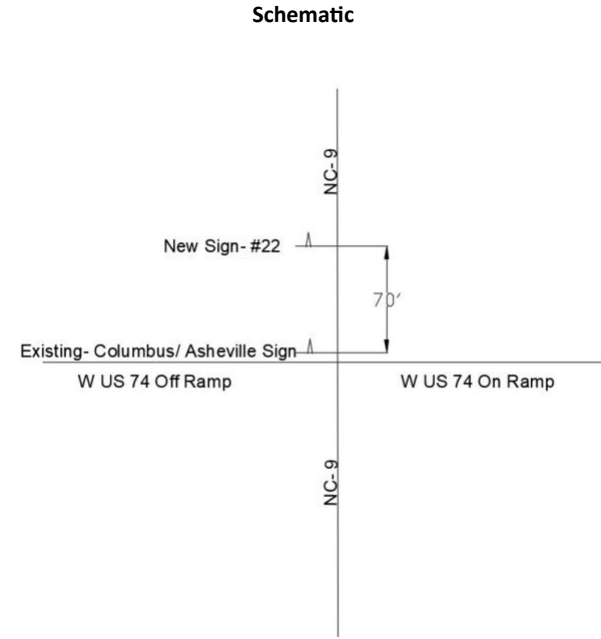
Prime Street: NC 9

Cross Street: US 74

Speed Limit: 50

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 23

Sign Type: Wayfinding

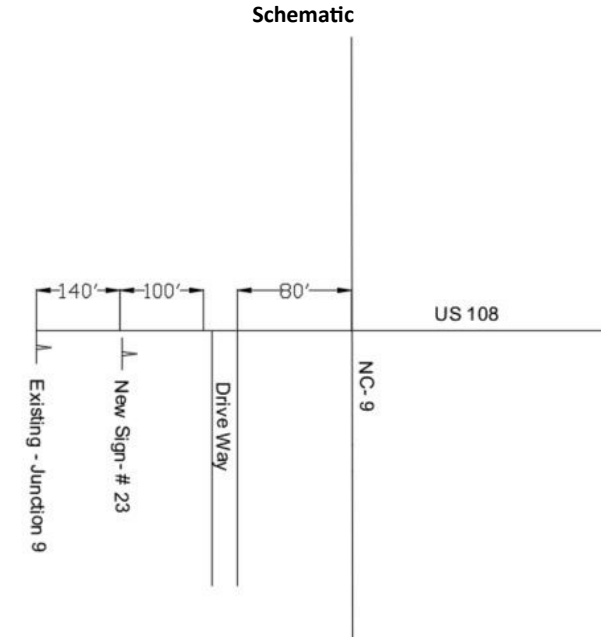
Prime Street: NC 108

Cross Street: NC 9

Speed Limit: 35

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 24

Sign Type: Wayfinding

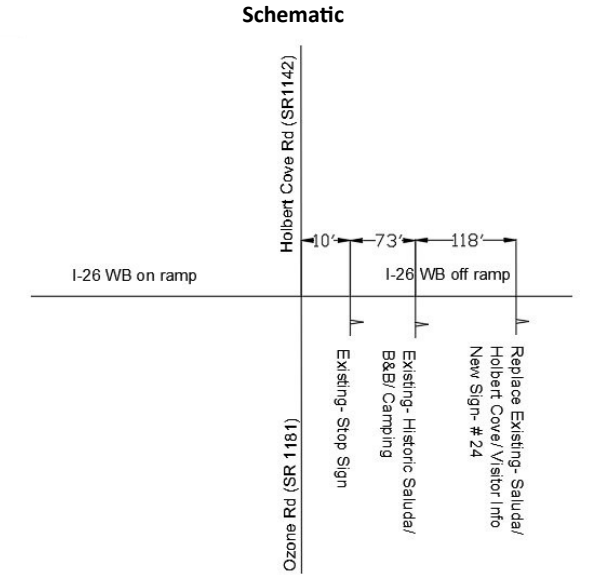
Prime Street: I-26 (Ramp)

Cross Street: Holbert Cove Rd (SR 1142)

Speed Limit: Recommended MPH

Direction: West bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 25

Sign Type: Wayfinding

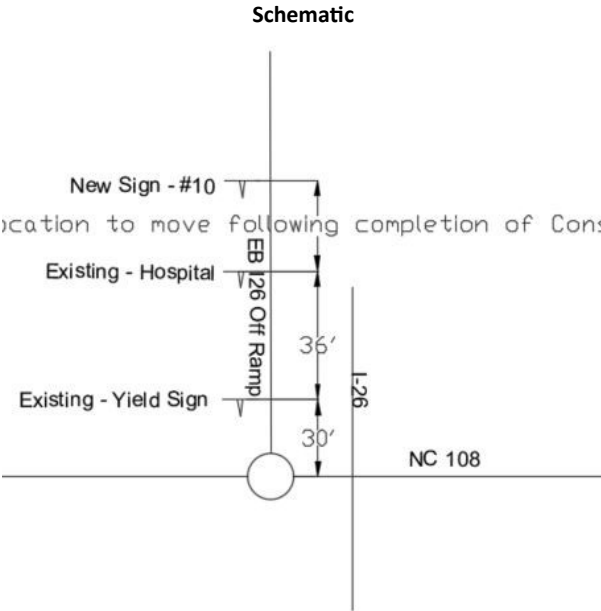
Prime Street: I-26 (Ramp)

Cross Street: Holbert Cove Rd (SR 1142)

Speed Limit: Recommended MPH

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 26

Sign Type: Wayfinding

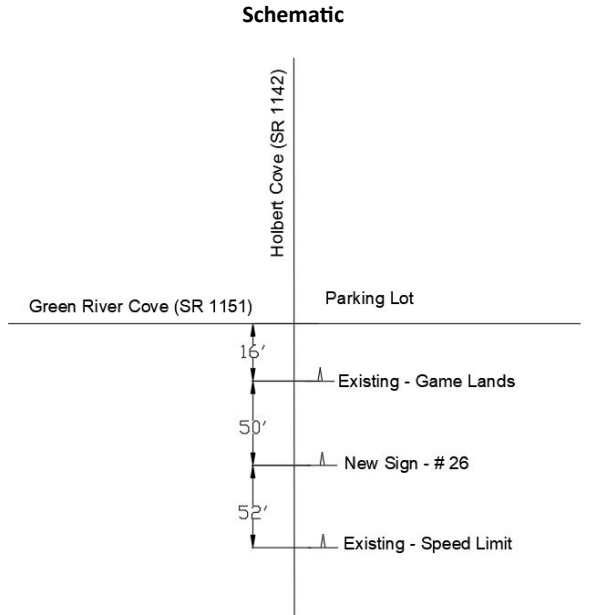
Prime Street: Holbert Cove Rd (SR 1142)

Cross Street: Green Co (SR 1151)

Speed Limit: 45

Direction: North bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 27

Sign Type: Wayfinding

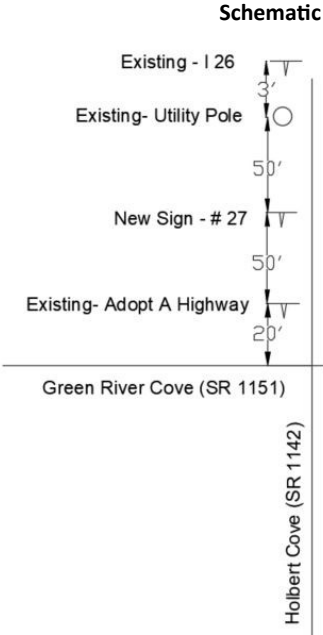
Prime Street: Holbert Cove Rd (SR 1142)

Cross Street: Green Co (SR 1151)

Speed Limit: 45

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 28

Sign Type: Wayfinding

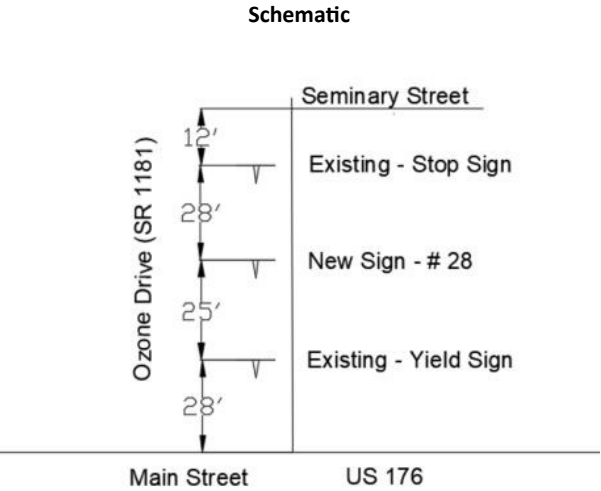
Prime Street: Ozone Dr (SR 1181)

Cross Street: Main St (US 176)

Speed Limit: 45

Direction: NA

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 29

Sign Type: Wayfinding

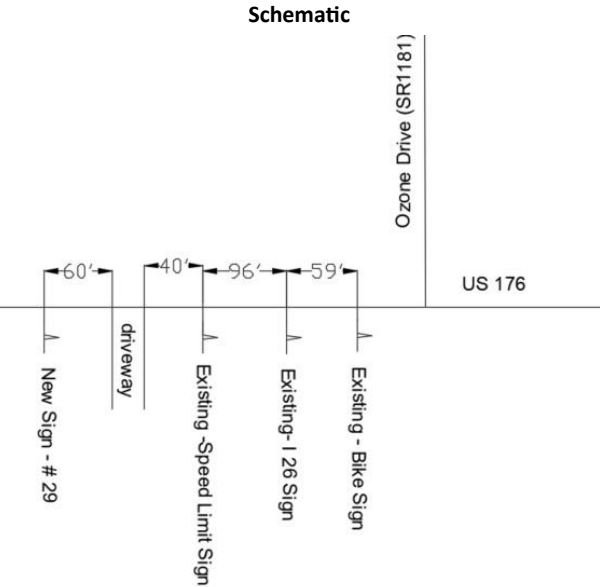
Prime Street: US 176

Cross Street: Ozone (SR 1181)

Speed Limit: 35

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 30

Sign Type: Wayfinding

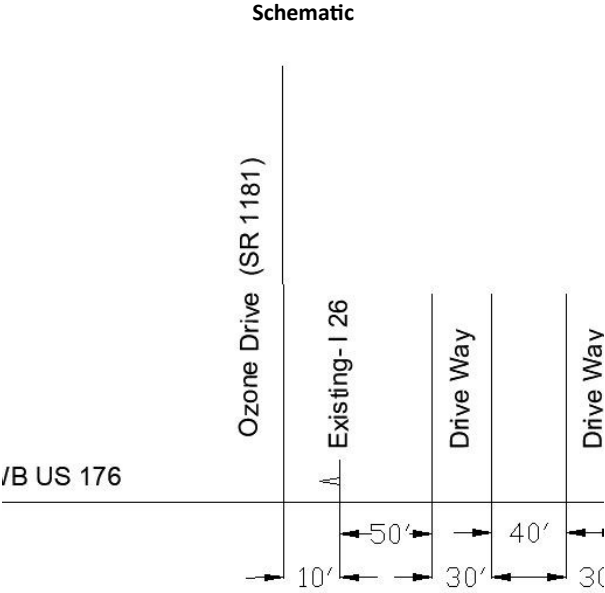
Prime Street: US 176

Cross Street: Ozone Dr (SR 1181)

Speed Limit: 35

Direction: West bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 31

Sign Type: Wayfinding

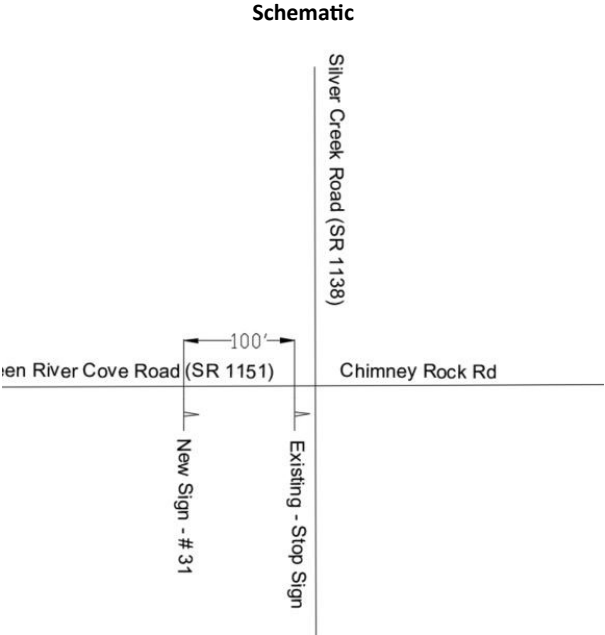
Prime Street: Green River Cove Rd (SR 1151)

Cross Street: Silver Creek Rd (SR 1138)

Speed Limit: 35

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 34

Sign Type: Wayfinding

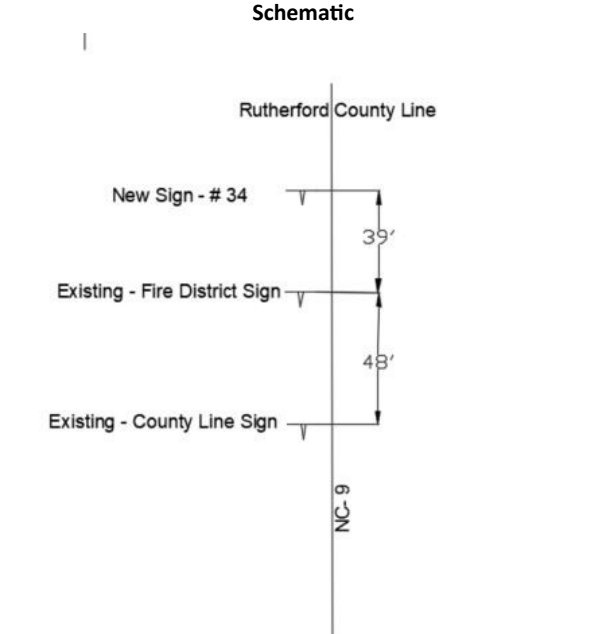
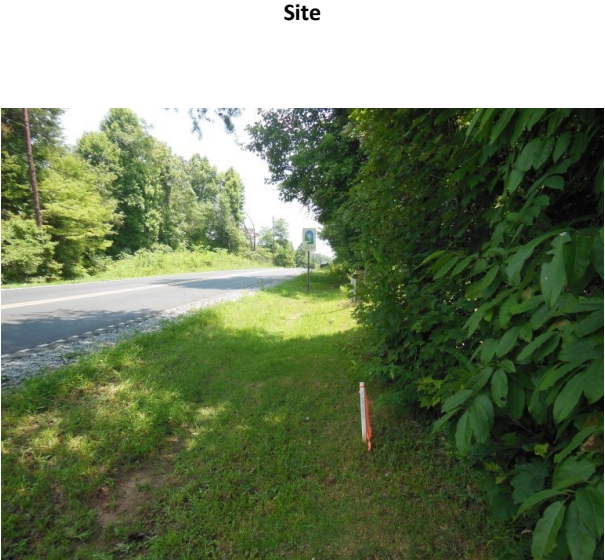
Prime Street: NC 9

Cross Street: Rutherford County Line

Speed Limit: 55

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 37

Sign Type: Wayfinding

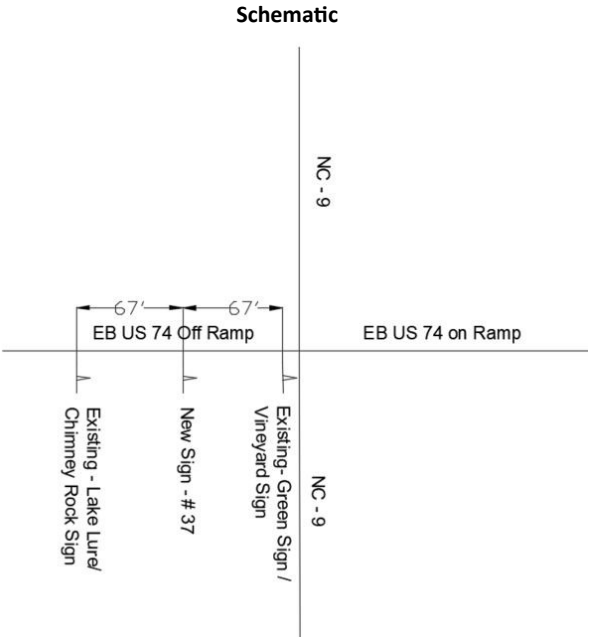
Prime Street: US 74 (Ramp)

Cross Street: NC 9

Speed Limit: Recommended MPH

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 38

Sign Type: Wayfinding

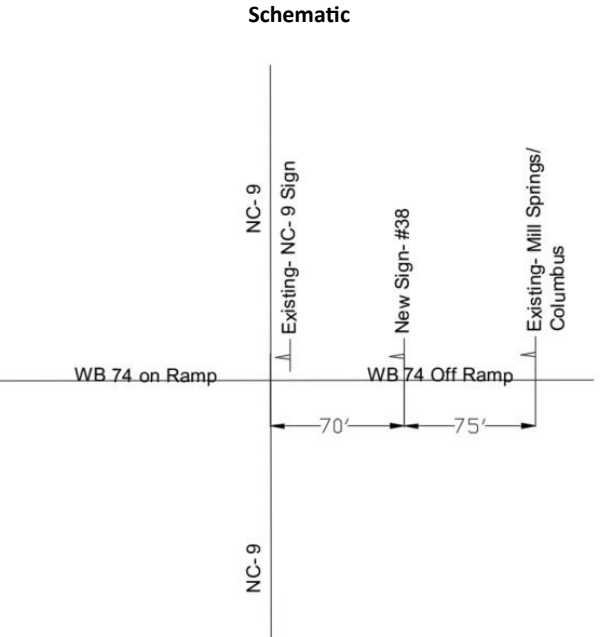
Prime Street: US 74 (Ramp)

Cross Street: NC 9

Speed Limit: Recommended MPH

Direction: West bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 39

Sign Type: Wayfinding

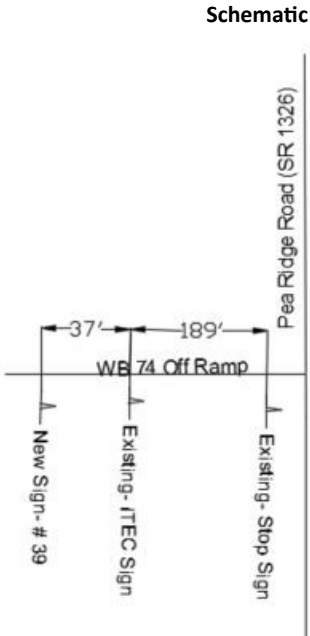
Prime Street: US 74 (Ramp)

Cross Street: Pea Ridge Rd (SR 1326)

Speed Limit: Recommended MPH

Direction: West bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 40

Sign Type: Wayfinding

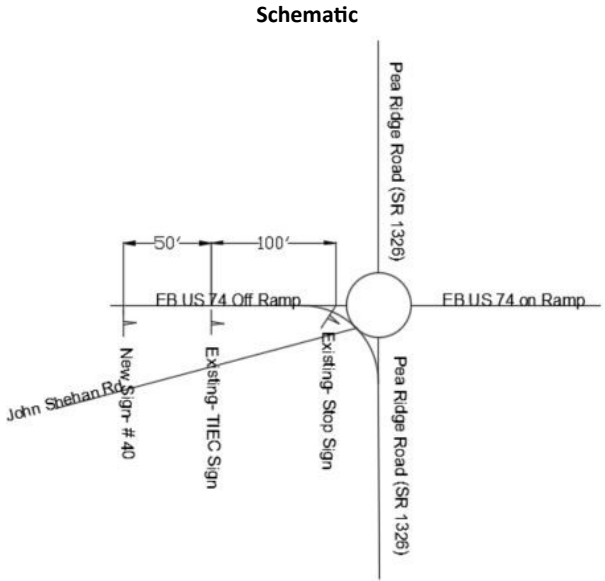
Prime Street: US 74 (Ramp)

Cross Street: Pea Ridge Rd (SR 1326)

Speed Limit: Recommended MPH

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 45

Sign Type: Wayfinding

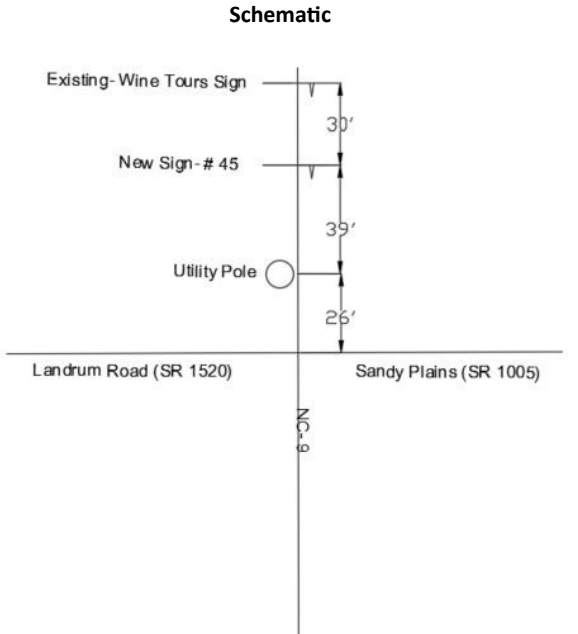
Prime Street: NC 9

Cross Street: Landrum Rd (SR 1520)

Speed Limit: 45

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 49

Sign Type: Wayfinding

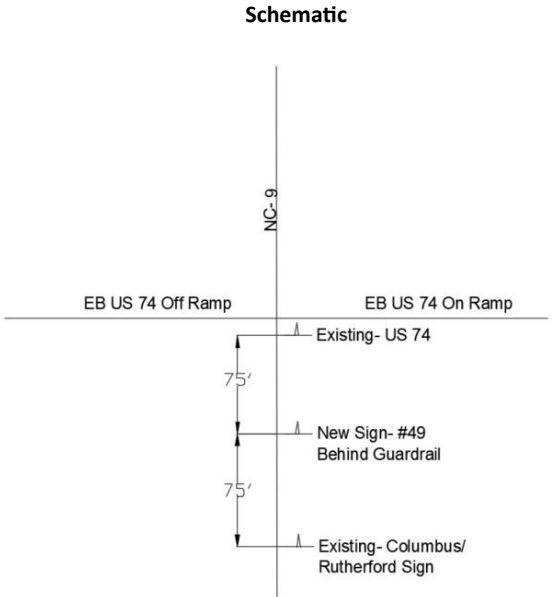
Prime Street: NC 9

Cross Street: US 74

Speed Limit: 50

Direction: North bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 50

Sign Type: Wayfinding

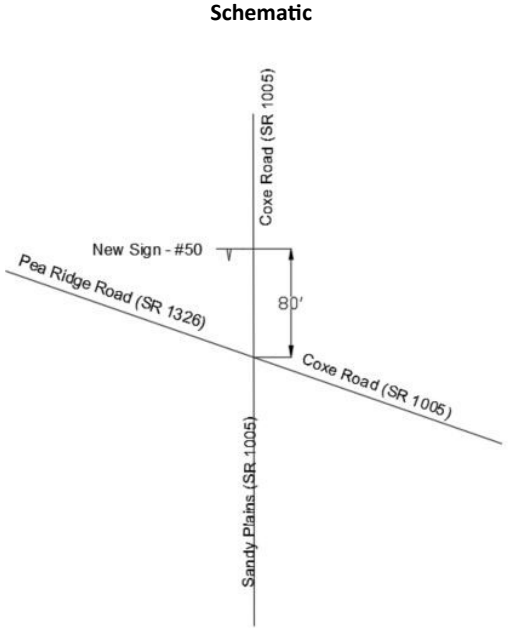
Prime Street: Coxe Rd (SR 1326)

Cross Street: Pea Ridge Rd (SR 1326)

Speed Limit: 35

Direction: NA

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 53

Sign Type: Wayfinding

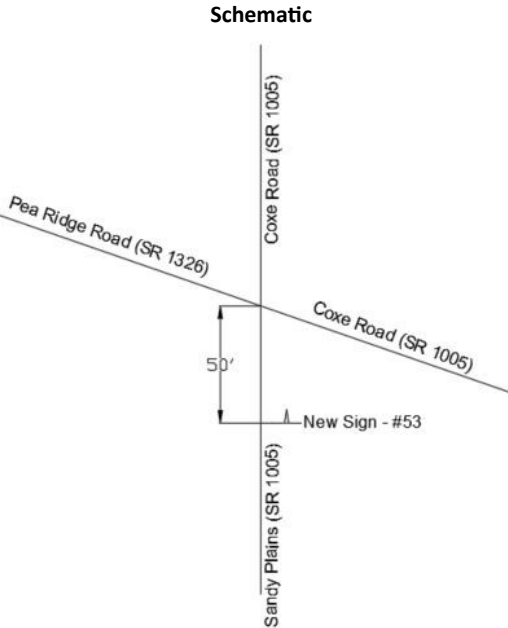
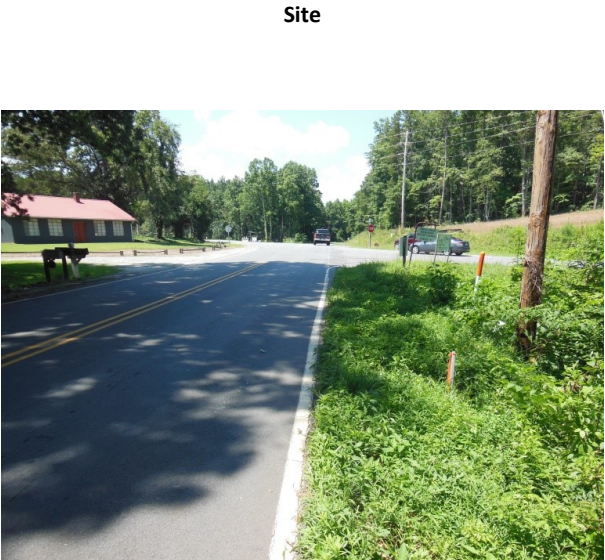
Prime Street: Sandy Plains (SR 1326)

Cross Street: Coxe Rd

Speed Limit: 55

Direction: NA

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 57

Sign Type: Wayfinding

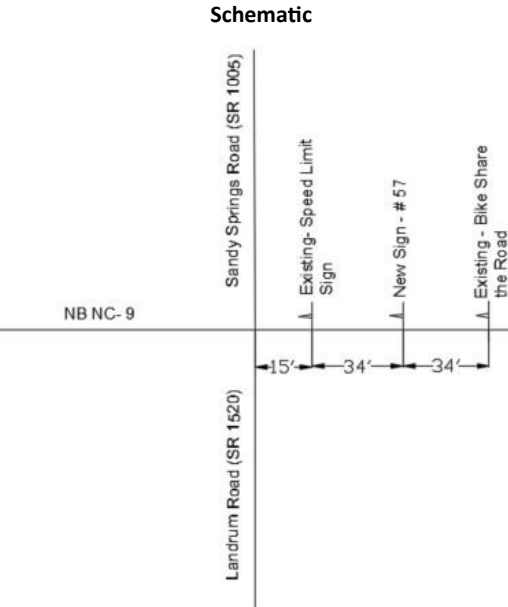
Prime Street: NC 9

Cross Street: Sandy Plains (SR 1520)

Speed Limit: 45

Direction: North bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 59

Sign Type: Wayfinding

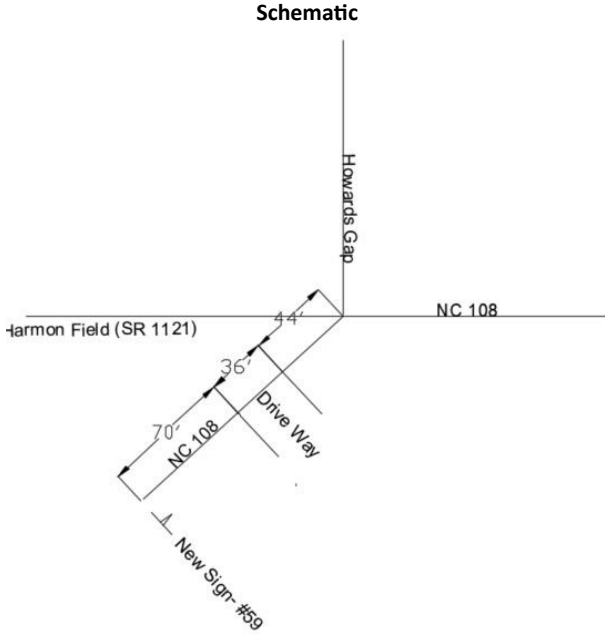
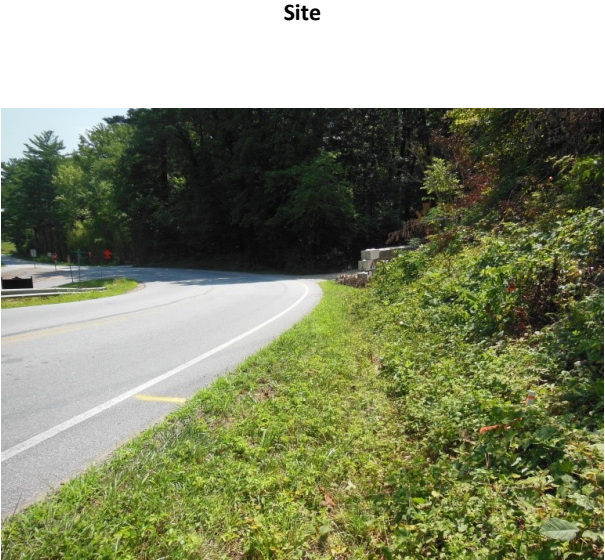
Prime Street: NC 108

Cross Street: Harmon Field (SR 1121)

Speed Limit: 45

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 62

Sign Type: Wayfinding

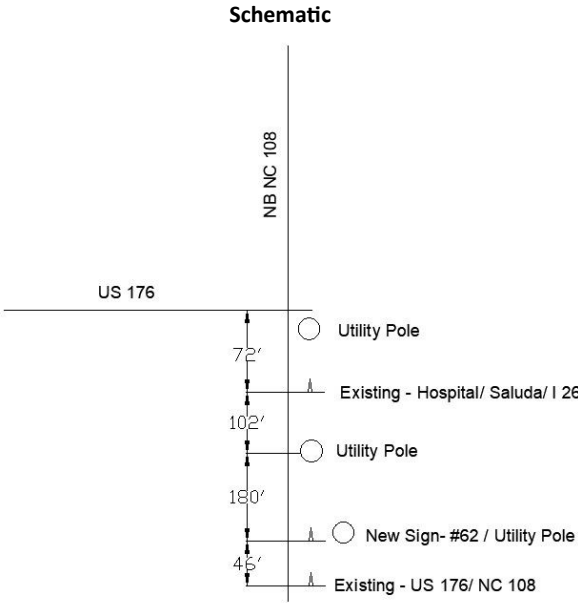
Prime Street: Trade St (NC 108)

Cross Street: US 176

Speed Limit: 45

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 91a, 91b

Sign Type: Wayfinding

Prime Street: Green River Cove Rd (SR 1151)

Cross Street: Cove Rd (SR 1151)

Speed Limit: 35

Direction: North bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 93

Sign Type: Wayfinding

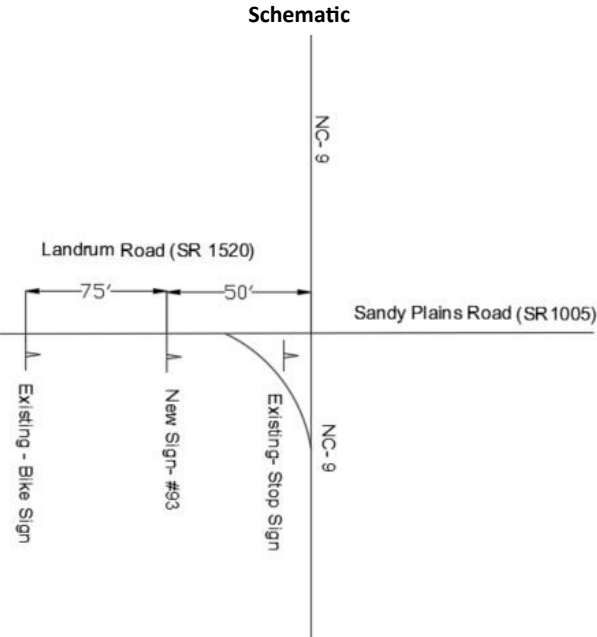
Prime Street: Landrum Rd (SR 1520)

Cross Street: NC 9

Speed Limit: 50

Direction: East bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 94

Sign Type: Wayfinding

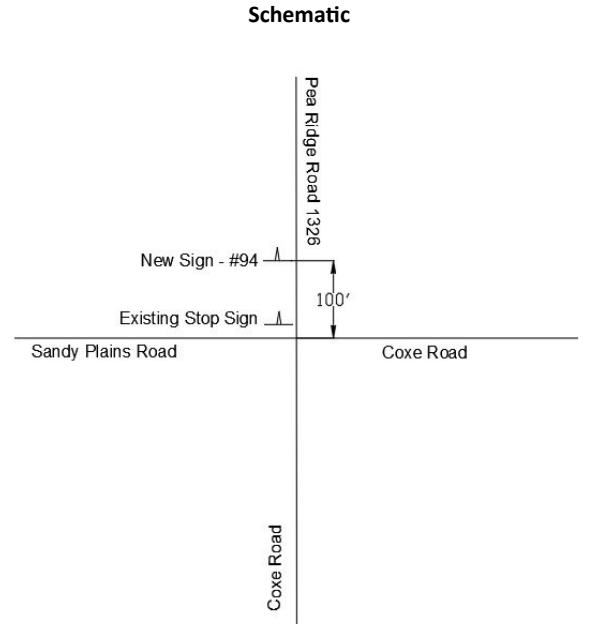
Prime Street: Pea Ridge Rd (SR 1326)

Cross Street: Sandy Plains (SR 1005)

Speed Limit: 35

Direction: NA

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 95

Sign Type: Wayfinding

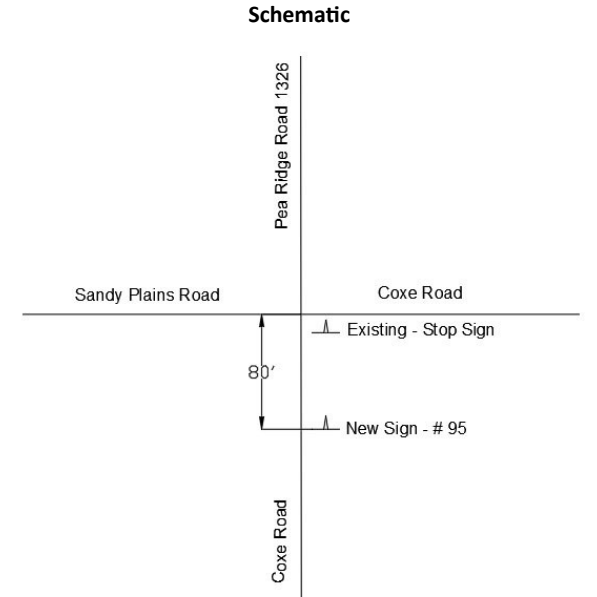
Prime Street: Coxe Rd (SR 1326)

Cross Street: Sandy Plains (SR 1005)

Speed Limit: 45

Direction: NA

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 96

Sign Type: Wayfinding

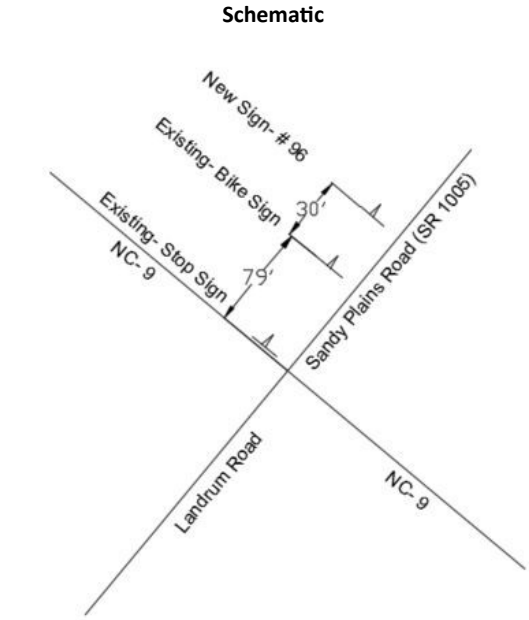
Prime Street: Sandy Plains (SR 1005)

Cross Street: SC Hwy 9

Speed Limit: 45

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 97

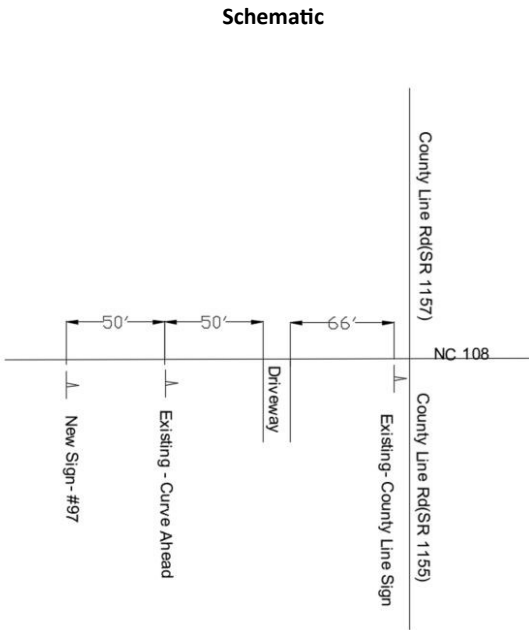
Sign Type: Blaze

Prime Street: NC 108

Cross Street: County Line Rd (SR 1157)

Speed Limit: 45

Direction: East bound



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 99

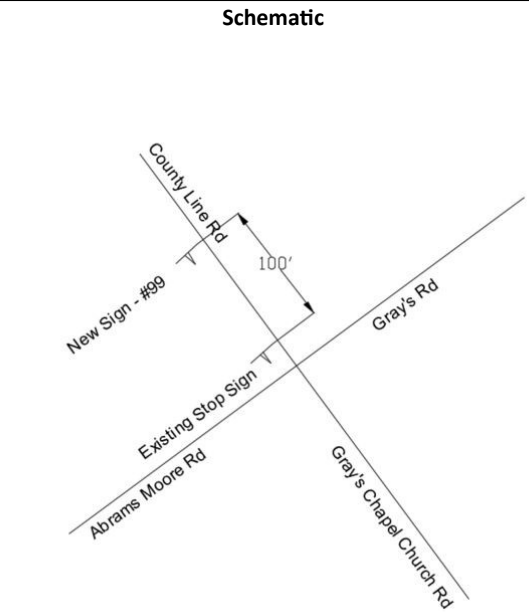
Sign Type: Blaze

Prime Street: County Line Rd (SR 1155)

Cross Street: Abrams Moore Rd

Speed Limit: 45

Direction: South bound



Notes: Signs moved to P1 per client on 7/20/18. Signs moved to P1 per client on 7/20/18.

POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 108

Sign Type: Wayfinding

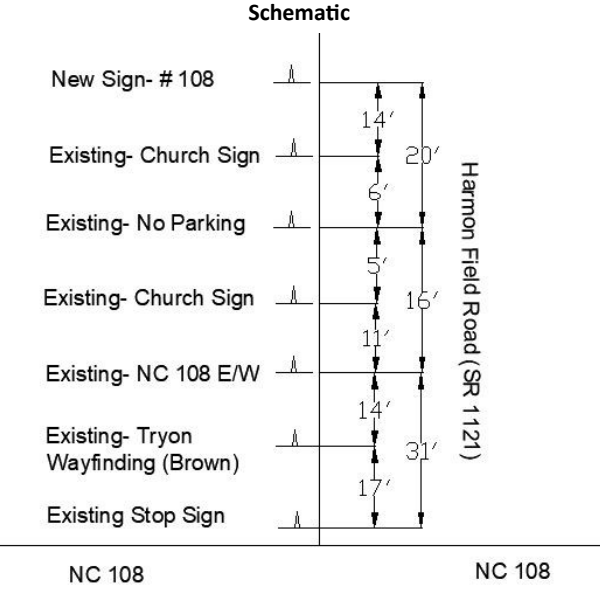
Prime Street: Harmon Field (SR 1121)

Cross Street: NC 108

Speed Limit: 45

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 128

Sign Type: Wayfinding

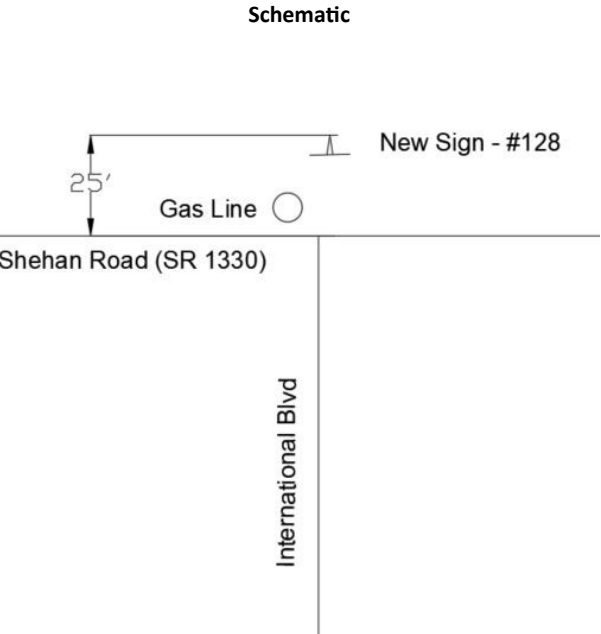
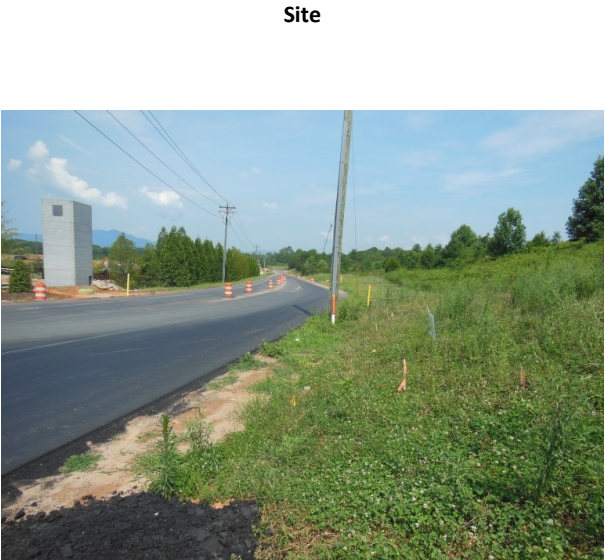
Prime Street: Water Mill Dr

Cross Street: John Shehan Rd (SR 1330)

Speed Limit: 35

Direction: NA

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 132a, 132b

Sign Type: Wayfinding

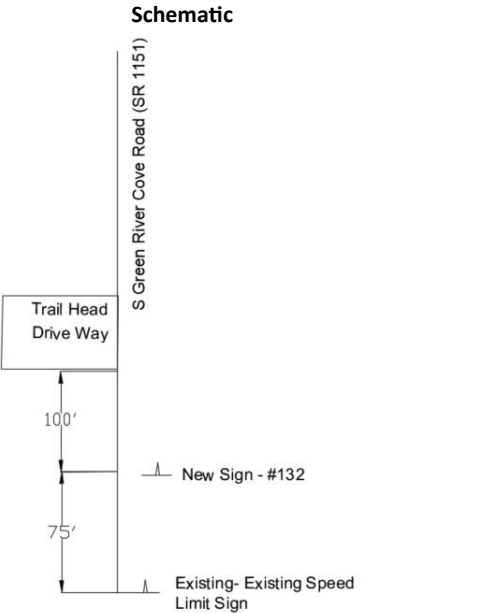
Prime Street: Green River Cove Rd (SR 1151)

Cross Street: NA

Speed Limit: 35

Direction: South bound

Notes:



POLK COUNTY WAYFINDING SIGNS - Phase 1

Sign Number: 134

Sign Type: Wayfinding

Prime Street: John Shehan Rd (SR 1330)

Cross Street: Pea Ridge Rd (SR 1326)

Speed Limit: 35

Direction: East bound

Notes:

Sign



Site



Schematic

