

Ingham County Request for Proposals
Trail Wayfinding Signage
Packet #2-19

ADDENDUM NO. 1

The following clarifications, modifications and/or revisions to the above project shall be considered a part of the original specifications:

1. This RFP was sent to Action Traffic Maintenance's email server, thus we are assuming that Action Traffic Maintenance is registered as a vendor in Ingham County. However, we would like this to be clarified since the Action Traffic Maintenance server is also used for a second company (owned by Action Traffic) called Michigan Highway Signs. Can you confirm that which company, Action Traffic Maintenance or Michigan Highway Signs, is registered as a vendor in Ingham County, if they are indeed registered?

Answer: Neither Action Traffic Maintenance or Michigan Highway Signs is a registered Ingham County vendor.

2. Does the County desire the entire assembly of the signs including the posts holding them aloft and the fasteners that connect the sign and posts? If this is the case, what are the desired specifications for the posts of each sign type (height, width, material composition, visuals, etc.), if any?

Answer: Yes. The desired post specifications are to be determined by the vendor and will vary by sign type.

3. Does Ingham County require the Contractor to design each individual sign based upon the templates in the Wayfinding Signage Ingham County Trail System pdf created in March of this year? Alternatively, does Ingham County already possess the designs for each sign and would provide these to the Contractor?

Answer: Yes, we have the conceptual drawings which are part of the Wayfinding Plan. These will be provided to the selected vendor.

4. Does Ingham County have any specifications on the material composition of the sign types (excepting the aluminum On-Road Signs), other than being durable, non-fading, weather resistant, and vandal-resistant materials? Alternatively, does Ingham County desire the entire sign to be steel, aluminum, or some other type of metal to match with the On-Road sign or steel fasteners?

Answer: No. The RFP requests the selected vendor to assist the County in determining the sign type and to submit examples of the materials to the County. The off-road signage will not be of the same materials as the on-road signage.

5. We are very interested in bidding on the proposal to supply signs but have questions on what the wayfinding signs-on-road signs are? This is section 4.12 in the RFP. It appears there are 40 of these signs but I cannot find anything that tells me exactly what they are. The interpretive signs all show dimensions so we know what to bid there. However, they don't indicate how they will be mounted so we also have questions about how many of each type of exhibit stand is required.

Answer: The location and content of the on-road signs will be determined with the selected vendor and the County. There are no interpretive signs, only wayfinding signs (on-road and off-road). The method of mounting and installation is to be determined by the vendor.

6. My main question relates to the on-road signs. There are 40 signs needed but no indication of size or content. If we know the size, I can bid that. Knowing the content would be even better. We are trying to learn how many different signs (meaning signs having different graphics) are needed. As a manufacturer, we are being asked to bid several contractors and need to know this before bidding.

Answer: See Question #5. For the purposes of bidding, assume all on-road signs to be approximately 12" x 18" in size, with the content to be determined.

7. There is nothing in this RFP about the interpretive signs referenced in the Wayfinding Signage system booklet. We will assume that this is not part of the RFP unless you tell us otherwise.

Answer: There are no interpretive signs in this RFP.

8. Will the County be providing basic design ideas for us to work from and implement or are we starting from scratch?

Answer: The Wayfinding Plan gives you the basic design to start with.

9. Are all signs single faced?

Answer: No. The trailblade and mile markers would most likely all be double-sided.

10. To what are the signs being mounted? Posts, railings, fence? Need this info to incorporate the appropriate mounting brackets for each sign. Or...Do you want posts provided for each sign?

Answer: See Question 2.

11. Are the On-Road Signs the RS-068 Hiking trail signs? Are arrows required?

Answer: See Questions 5 and 6.

12. In section 4.14 Sign Materials, it refers to the signs in sections 4.10 – 4.12 being non fading, vandal resistant. Should this have been 4.09 – 4.11? 4.12 are the aluminum On-Road signs.

Answer: Yes.

13. Section 4.6 requests (2) Sign Fabrication Reviews. If the signs are being manufactured out of state, how would you like this to be handled?

Answer: Ideally the selected vendor would be able to attend face-to-face meetings; however, if this is not possible, we would require the vendor to propose alternate methods.

14. Just to clarify are the (307) signs to be furnished only and not installed?

Answer: Yes.

15. Are these for the sign panels only or are posts with hardware required - if so what type of posts.

Answer: See Question 2.

16. Are these signs all single-faced?

Answer: See Question 9.

17. Not sure what we are pricing for the On-Road Signs: size, type, mounting if posts what kind?

Wayfinding Signs – On-Road Signs

Other signs will include on-road type signs that are immediately adjacent to the trail. The intention for these signs is to lead people to the trail systems. These signs will meet Michigan Manual on Uniform Traffic Control Devices (MMUTCD) standards and will require the approval by the local or state road authority.

Answer: See questions 5 and 6.

18. It looks like art files will be included but adjusted per sign?

Answer: Yes. See question 3.

19. The blue area on the sign drawings look like an add for donors - that is just part of the graphics?

Answer: Yes. The sponsor sign will be removable and developed by others, but the graphics/words under will be part of this sign. The sponsor sign needs to be considered in this proposal and recommendations for type and method of attachment need to be determined.

20. Are these the on-road signs – like MDOT Traffic signs? Are they all the same and do you require posts?

Answer: See questions 5 and 6. They will require posts.

21. Are Specific fonts/typefaces required?

Answer: See Wayfinding Plan referenced in the RFP. Information is in the “Fonts, Colors & Symbols” section of the plan.

22. What are the font or typefaces used?

Answer: See question 21.

23. Will the supplied GIS Map be “ready to use” as is?

Answer: As per section 4.8 of the RFP, the County will develop the GIS map. The map may require some *minor* tweaking by the selected vendor. The County will work with the selected vendor to ensure that the GIS mapping meets the appropriate requirements.

24. Will the supplied GIS Map require editing or re-creation?

Answer: See question 23.

25. Will owner supply all signs copy/text, including labels, electronically?

Answer: The selected vendor is to supply all sign copy/text to the County for “proof” review.

26. Map/Trailhead - Is the intention on the final signs, to always display maps with identical orientation? (for instance – North always being up?)

Answer: Yes, the orientation should always have North up.

27. Map/Trailhead - Will selected features to be included on map be provided in the form of a “marked-up or noted map”?

Answer: Yes, the County can provide mark-ups to the selected vendor.

28. Road Signs - What is the size of these?

Answer: See questions 5 and 6.

29. Are any of the signs double sided? If so, which ones?

Answer: See question 9.

30. What are the specific sizes of the on-road signs?

Answer: See questions 5 and 6.

31. Do you know how many different types of on-road signs are needed? (how many unique graphic files)

Answer: See questions 5 and 6.

32. Will the interpretive signs be requested via a separate RFP?

Answer: See questions 7.

33. Are there some specifications for the sign posts/bases for the Map Trail head signs?

Answer: See question 2.

34. Are there specifications for the posts for the trailblade signs?

Answer: See question 2.

35. What specifications exist for posts for the mile marker signs?

Answer: See question 2.

36. Are the on-road signs to be standard U-channel posts typical of road signs?

Answer: Yes.

37. Which sign styles and quantities are single faced?

Answer: See question 9.

38. Which sign styles and quantities are double faced?

Answer: See question 9.

39. What is the intent of installation:

- Will the signs be direct burial that will require an additional length of 42” on the post?
- If breakaways are the intent what style of breakaways will be specified?
- Will the County of Ingham provide the breakaways as they are pouring the footings and completing the installations?
- Is the County of Ingham performing installation?

Answer: Yes, the signs will be directly buried with an additional length of 42”. The breakaways would only be required on the on-road signs; method to be determined by the vendor. The installation will be put out in a separate RFP and would be done by a vendor; the vendor will supply the breakaways, where required.

40. Request For Proposal Page 4, “Section 4.5 – Delivery” is amended as follows:

4.5 Delivery

- a) The Contractor shall be required to provide all labor and equipment necessary to package (clearly labeled) and transport the completed signs, without damage, to the Ingham County Parks Department ~~121 E. Maple St., Mason, MI 48854~~ (location to be determined by the Ingham County Parks Department).
- b) Delivery of the three-hundred and seven (307) completed signs shall be made at a time and date agreed upon in writing with the Parks Director ~~prior to June 1, 2019~~ by the end of 2019.
- c) The Contractor shall fully complete all work within ninety (90) consecutive calendar days ~~from~~ upon ~~and including the date of receipt~~ receiving a notice to proceed ~~and all detailed sign information from~~ the County. Time is of the essence in the completion of all work required under this contract. The Contractor shall, at all times, during the continuance of the contract, prosecute the work with such force and equipment as is sufficient to complete all work within the time specified.

Please acknowledge your receipt and understanding of the aforementioned Addendum by signing below and returning it with the submittal of your proposal.

Signature

Date

Print Name

Title

Company Name

Phone #/Fax #