



COMMUNITY REDEVELOPMENT AGENCY

NEW PORT
RICHEY

5919 Main Street, New Port Richey, FL 34652
727-853-1038

Request for Proposals RFP26-041

The Community Redevelopment Agency of the City of New Port Richey, Florida, ("CRA") is accepting SEALED PROPOSALS from qualified vendors to provide the following:

PROPOSAL TITLE:	Public Parking Signage
MANDATORY CONFERENCE:	None
NOTE:	100% Complete Construction Documents are attached as Exhibit "A"
Proposals will be received in the office of the City Clerk until:	2:00 PM Thursday, September 17, 2026
Proposals will be opened in City Manager Conference Room at:	2:00 PM Friday, September 18, 2026
Please submit (3) three complete copies of the proposal to:	City of New Port Richey Attn: City Clerk 5919 Main Street New Port Richey, FL. 34652
To obtain a proposal packet or submit questions:	Economic Development Department 727-853-1038 gammond@cityofnewportrichey.org
To obtain additional information:	KMA Design 412-429-4071 bjm@thekmagroup.com

The CRA reserves the right to waive any and all proposals received.

Community Redevelopment
Agency of the City of New
Port Richey

Public Parking Signage

RFP26-041

Public Parking Signage

RFP26-041

The City of New Port Richey's Community Redevelopment Agency ("CRA"), is accepting SEALED PROPOSALS from qualified vendors to provide the following: RFP26-041, Public Parking Signage.

Proposals will be received in the office of the City Clerk until **2:00 PM on Thursday, September 17, 2026** and will be opened and read aloud in City Manager's Conference Room at **2:00 PM on Friday, September 18, 2026**

Please submit one (1) original, (2) copies and (1) electronic copy on USB drive of each proposal to the attention of the City Clerk, City of New Port Richey, 5919 Main Street, New Port Richey, FL 34652, sealed in a single envelope or box marked with the bidder's name and address "RFP26-041: Public Parking Signage" clearly marked on the outside of the envelope/box.

To obtain a proposal packet or submit questions, please contact Economic Development Director. Dave Gammon at 727-853-1038, or via email at gammond@cityofnewportrichey.org.

To obtain additional information, please contact Designer, KMA Design at 412429-4071, or via email at bjm@thekmagroup.com.

Email all questions to Dave Gammon at gammond@cityofnewportrichey.org by **3:00 p.m. on August 18, 2026**. A single response addressing all questions will be e-mailed to all bidders of record and posted on the City's website up until: **4:00 p.m. on September 4, 2026**.

Proposals must be submitted by the date and time indicated. Proposals not submitted by that time will be refused. Electronic (email) or facsimile submissions will not be accepted. The CRA reserves the right to waive any and all proposals received.

SCOPE OF SERVICES

The Community Redevelopment Agency of the City of New Port Richey submits a **Request for Proposals (RFP) #26-041** to qualified contractors for the purpose of engineering, layouts, construction technique, fabrication, and installation of new public parking directional and identification signage for the downtown district.

The CRA desires to replace and update its existing directional and lot identification signage for City-owned parking facilities. The design firm of KMA Design has prepared a detailed bid package, attached as Exhibit "A".

The City has six public parking lots and a four-story parking deck. The Proposal is to place directional and lot identification signs directing traffic to the various lots around downtown. There will be a total of twenty (20) directional signs with arrows, a total of ten (10) lot identification signs (six of which provide a brief history on the famous person the lot is named after and four of which mention just the lot name), and one (1) large Public Parking sign attached to the parking deck.

A location map and message schedule are included in the bid package.

Agreement for Services:

Successful bidder is required to execute an agreement for services before start of the project. Upon award of this contract, the successful contractor will provide the CRA with a written schedule of work, which will also include start and ending dates. Contractor must obtain all required insurances, bonds, certificates, and licenses prior to beginning service and if items are not received services may be cancelled by notification.

Deliveries or Performance:

The Contractor shall develop and implement the necessary work control procedures to control all work requirements including any specific requirements and ensure their timely completion.

Activities under this contract must be coordinated with the activities of others in working simultaneously. The Contractor shall cooperate fully in minimizing work interference and will exercise caution to prevent the occurrence of damage to the work being performed by others.

Failure of Contractor to perform any of the services under this contract within twenty-four (24) hours of receipt of written demand for performance from the CRA shall constitute Breach of Contract.

Reserved Rights:

The CRA reserves the right to accept or reject any and all proposals, to waive irregularities and technicalities and to require resubmission. Also the CRA reserves the right to accept all or any part of the bid and to increase or decrease quantities to meet additional or reduced requirements of the CRA. Any sole response received by the first submission date may or may not be rejected by the CRA.

Permits and Regulations:

In order to perform public work, the successful bidder shall, hold or obtain such contractors and/or business licenses as required by State Statutes and City ordinances. The Contractor shall secure licenses and permits.

Legal Requirements:

The success bidder shall comply with all Federal, State and county, local laws, and ordinance rules and regulations that in any manner affect the contract in any way. Lack of knowledge by the bidder shall in no way be a cause for relief from responsibility.

Expenses Incurred in Preparing Bid:

The CRA accepts no responsibility for any expense incurred by the bidder in the preparation and presentation of this bid. Such expenses shall be borne exclusively by the bidder.

SPECIAL CONTRACT REQUIRMENTS:

Protection of Work Property:

The contractor shall continuously maintain protection of all his work from damage and shall protect the CRA, the City and residential properties from injury or loss arising in connection with this contract. The contractor must have all manufacturer safety components on every piece of equipment. The contractor shall make good any such damage, injury or loss.

Termination of Contract:

Bidders shall agree that is awarded the contract for the time specified and contractor fails to perform the services as requested in the work statement, the CRA reserves the right to cancel the contract for such cause, upon written notice by the CRA to the contractor.

Cancellation:

The CRA shall have the right to unilaterally cancel, terminate or suspend this contract, in whole or in part, by providing the Contractor thirty (30) days written notice by certified mail.

Insurance:

The bidder selected under this agreement shall maintain during the life of the contract, \$100,000 worker's compensation insurance for all of its employees connected with this contract. Such insurance shall comply fully with the Florida Workers Compensation Law.

Minimum Insurance Required:

Prior to the time the contractor is entitled to commence any part of this work or service under this contract, the Contractor shall procure, apply for and maintain at least the following insurance coverage's and limits. Said insurance shall be evidence by delivered copies to the City: (1) certificate of insurance executed by the insurers listing coverage and limits, expiration dates and terms of policies and two (2) a certified copy of each policy, including all endorsements. The insurance requirements shall remain in effect throughout the term of this contract.

- I. \$1,000,000.00 Commercial General Liability Policy, general aggregate (with the CRA & City listed as, "additional insured.")
- II. \$500,000.00 Auto Liability Policy.

Warranty of Services:

All work performed and products provided by the Contractor shall be warranted against defects in material and workmanship and are to be conditionally guaranteed by the vendor for a period of at least one (1) year. Any recurrence of maintenance problems due to defects in such material and workmanship within the time frame shall be repaired or

replaced by the Contractor at no additional cost to the CRA. Damage to City and/or private property by such defect shall be repaired or replaced at no additional cost to the CRA. All work provided under this contract shall apply to all other services provided under this contract. This is to be put in writing prior to executing the contract.

Contract Administration Data:

The Contractor shall submit original invoices to: City of New Port Richey Economic Development Department, 5919 Main Street, New Port Richey, FL 34652. In addition, the Contractor shall cite on each invoice the contract number and the payment terms.

EVALUATION FACTORS FOR AWARDED:

The contract resulting from this proposal will be awarded to that responsible bidder whose offer, conforming to the bid, is determined most advantageous to the CRA price and other factors considered.

Past Performance information shall be submitted on a separate sheet. Describe past performance on directly related or similar State or Local Government and private contracts it has held within the last three (3) years, and all contracts and subcontracts currently in progress which are of similar scope, magnitude and complexity of that which is detailed in this proposal.

❖ RIGHT TO PROTEST

- Any actual bidder who is aggrieved in connection with the solicitation or award of a contract may seek resolution of his/her complaints initially with the Economic Development Director, and if not satisfied, with the Executive Director of the CRA.
- A protest with respect to the specification of any invitation for bid or request for proposal shall be submitted in writing a minimum of five (5) workdays prior to the opening of bids. Protest with respect to award of contract shall be submitted in writing within five (5) days of the notice of intent to award.

❖ PROTEST PROCEDURE

- The protesting person or firm must submit in writing his/her formal protest within (5) workdays of the notice of intent to award a contract. The written protest must specifically cite the portion of the code, state, or contract provision which was allegedly violated. Oral protest will not be accepted.
- The CRA shall respond to the formal written protest within five (5) business days of

receipt. The CRA's response will be fully coordinated with the Economic Development Director and the Executive Director.

- If the protester is not satisfied with the response from the CRA, he/she may then submit in writing within five (5) workdays of receipt of that response his/her reason for the dissatisfaction, along with copies of his/her original formal protest letter and the response from the CRA to the Executive Director.
- The Executive Director, as Purchasing Agent for the CRA, will respond to the protester within ten (10) working days of receipt of the appeal.
- If the protester is not satisfied with the response from the Executive Director, he/she may submit in writing within five (5) work days of receipt of that response his/her reason for dissatisfaction along with copies of his/her original formal protest letter and the response from the Executive Director to the City Clerk for placement on an agenda of the CRA Board of Directors. The CRA Board will undertake consideration of the protest at its next regularly scheduled meeting and the CRA Board will make the final decision on the matter of protest.

❖ STAY OF PROCUREMENT DURING PROTEST

- In the event of a timely protest, the CRA shall not proceed with the solicitation or award of contract until all administrative remedies have been exhausted or until the Executive Director makes written determination that the award of contract without delay is necessary to protect the best interest of the CRA.

❖ EXCEPTION IN CASE OF EMERGENCIES

- In the event that the CRA must undertake purchases of goods or services in order to meet in an emergency as set forth in Section 2-161 of the City Code, then in that event the bid protest procedure shall be inapplicable.

DRUG-FREE WORKPLACE

Florida Statutes on Drug-Free Workplace Programs:

In case of tie bids, preference must be given to vendors submitting a certification with their bid/proposal certifying they have a drug-free workplace in accordance with Section 287.087, Florida Statutes. The drug free certification form below must be signed and returned with your bid.

DRUG-FREE WORKPLACE CERTIFICATION

In order to have a drug-free workplace program, a business shall:

Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in the first paragraph.

In the statement specified in the first paragraph, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

VENDOR NAME: _____ RFP NO: _____

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements

Vendor's Signature _____

STATE OF: _____

COUNTY OF: _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____ who, after first being sworn by me, affixed his/her signature in the space provided above on this ____ day of _____ 20__.

(Affix Seal)

Notary Public

My commission expires: _____

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract No. _____ for

2. This sworn statement is submitted by _____
(name or entity, submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement _____.)
3. My name is _____ and my relationship to the entity named
(please print name of individual signing)

above is _____.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(l)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(l)(b) Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non jury trial, or entry of a plea of guilt or nolo contendere.
6. I understand that an "affiliate: as defined in Paragraph 287.133(l)(a), Florida Statutes,
 1. A predecessor or successor of a person convicted of a public entity crime or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate
7. I understand that a "person" as defined in Paragraph 287.133(l)(e), Florida Statutes, means any natural

person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement (Please indicate which statement applies)

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989 AND (Please indicate which additional statement applies.)

_____ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate has not been placed in the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

By _____ (signature) Date: _____

STATE OF: _____

COUNTY OF: _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____ who, after first being sworn by me, affixed his/her signature in the space provided above on this _____ day of _____ 20____.

Notary Public

My commission expires: _____

(Affix Seal)

NONCOLLUSION AFFIDAVIT

STATE OF)
) SS
COUNTY OF)

_____, being first duly sworn deposes and says that:

1. He/she is the _____, of _____, the Bidder that has submitted the attached Bid;
2. He/she is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
3. Such bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affidavit, have in any way, colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price in any other bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the bidder or any other of its agents, representatives, owners, employees or parties in interest, including his affidavit.

STATE OF: _____

COUNTY OF: _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____ who, after first being sworn by me, affixed his/her signature in the space provided above on this _____ day of _____ 20____.

Notary Public

My commission expires: _____

(Affix Seal)

E-VERIFY STATEMENT OF COMPLIANCE

Contractor hereby certifies compliance with the following:

Pursuant to § 448.095(2) Florida Statutes (2020), Contractor shall register with and use the E-Verify system operated by the United States Department of Homeland Security to verify the work authorization status of all new employees hired by Contractor while performing work or providing services for the City of New Port Richey. Contractor shall also include in any related subcontracts a requirement that subcontractors performing work or providing services for the City of New Port Richey on its behalf register with and use the E-Verify system to verify the work authorization status of all new employees hired by the subcontractor while performing work or providing services for the City of New Port Richey. Additionally, Contractor shall include in any related subcontracts a requirement that subcontractors performing work or providing services for the City of New Port Richey on its behalf provide Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with any unauthorized alien as defined in 8 U.S.C. § 1324a(h)(3). Contractor shall maintain a copy of such affidavit for the duration of its contract with the City of New Port Richey.

FIRM NAME

SIGNATURE

TITLE

Exhibit “A”

KMA Design 100% Construction Documents



KMA DESIGN

Innovative Design For Exceptional Spaces

06-18-2026

100% CONSTRUCTION DOCUMENTS



2026-02-01 /// City Parking /// CD's

SPECIFICATIONS

1.0 General

1.1 Related Documents

Design Intent Drawings: These drawings/specifications are for the sole purpose of visual design intent only and not intended for construction purposes.

- A. The Sign Contractor is responsible for engineering, layouts, construction technique, materials and installation.
- B. The Project Owner, Contract Owner and/or Designer shall review the shop drawings only for conformance with general design intent, and will in no way be responsible or liable for any results of construction from working drawings, materials selection, shop drawings, engineering contract documents or other agreements other than agreement with the Owner and Designer authorizing these documents.
- C. Sign Contractor shall verify and be responsible for all dimensions and conditions shown in the **Design Intent Documents**. If dimensions are missing or are unclear consult the Designer for direction. The Designer must review shop details prior to fabrication.

1.2 Performance Specifications Introduction

The purpose of this document is to serve as a reference which identifies materials, construction specifications, and quality controls, as well as signage contractor's responsibilities and obligations.

2.0 Definition of Terms

2.1 Documents

Refers to the drawings and specifications, including all addendum and modifications incorporated therein for their execution. When applicable, additional appendages provided by Owner and/or Designer shall become part of the documents.

2.2 Project Owner

City of New Port Richey - Wayfinding
Project Number - 2026-02-01

Debbie L. Manns, ICMA-CM, City Manager
City of New Port Richey
5919 Main Street, New Port Richey, FL 34652
Phone: 727-853-1021
Email: mannsd@cityofnewportrichey.org

2.3 Designer / Contact

KMA Design – 1276 McEwen Avenue Canonsburg PA 15317
412.429.4071 – www.thekmagroup.com
Barbara Martin - Principal - bjm@thekmagroup.com
Frank Speney - Sr. Graphic Designer - fas@thekmagroup.com

2.4 Signage Contractor/Fabricator

Refers to the group(s), firm(s), or corporation(s) designated in an Agreement with the Owner, and shall apply to any such group(s) under contractual obligation to perform any fabrication, installation, finishing, printing or other work related to signs and graphics, as referred in this document.

2.5 Work

As employed herein, includes any materials, equipment, construction, labor, installation, service or maintenance, and warranties required to complete the fabrication prescribed in these specifications and contract documents. This shall include, but is not limited to, all of the sign types shown in the drawings.

2.6 Addendum

Covering changes, corrections, and special interpretations of the drawings and specifications; shall become part of the documents.

2.7 Substitutions

When one or more than one product is specified and the signage contractor wishes to offer a substitute product, which will completely accomplish the purpose of the contract documents, see section 6.0 for the conditions governing all substitutions.

2.8 NIC

Refers to work not included in this contract.

2.9 Final Completion

The date when the Owner finds the entire work as described in the contract documents acceptable and fully performed, as written in the final certificate of payment.

3.0 General Conditions

3.1 Quality Assurance

The Signage Contractor shall be responsible for the quality of materials and workmanship required for execution of this contract including the materials and workmanship of any firms or individuals who act as sub-contractors. It is intended that the work described in these documents be of sound, quality construction. The Signage Contractor shall be solely responsible for the inclusion of adequate amounts to cover installation of all items indicated, described and/or implied.

3.2 Commencement

The work described in these documents shall only begin when a Owner-authorized, written contract or notice to proceed has been issued to the Signage Contractor with instructions to proceed, provided other requirements have been met.

3.3 Contract Administration

Reviewing the quality and progress of the work and submittals received from the Signage Contractor, the Owner has no responsibility to assist the Signage Contractor in the supervision or performance of work. No action by the Owner shall in any way relieve the Signage Contractor from the responsibility for the performance of the work in accordance to the contract documents, or give rise to any negligence or other action against the Owner or anyone acting for their behalf.

Signage Contractor shall allow Owner or an authorized representative (Designer) access to his plan, excluding such areas or processes judged by the Sign Contractor to be proprietary in nature for the purpose of inspecting production techniques, materials, or other items related to the manufacturing of which the Owner is committed, or which may be contemplated.

Upon notification from the Signage Contractor that the work is complete, the Owner or authorized representative (Designer) will inspect the final installation for compliance with all approved documents.

3.4 Bidding Process

- a. All Bidder's are required to complete the Bid Worksheet included as part of this package.
- b. Incomplete Bid Worksheets may be cause for rejection of the bid.
- c. The Owner shall have the right to reject any or all bids, parts of such bid, and reserves the right to waive any informalities in the bid.
- d. In addition to bid price, the Owner reserves the right to consider all elements entering into the question of determining the responsibility of the Bidder. Any bid which is incomplete, conditional, obscure, contains additions not called for, or irregularities of any kind, may be cause for rejection of the bid.
- e. Bidders must present evidence to the Owner, when required by them to do so, to show they are fully competent and have the necessary source of supply, facilities and pecuniary resources to fulfill the conditions of the contract and specifications.
- f. RFI Process: refer to IFB for Instructions

3.5 Artwork

The Signage Contractor will produce all artwork for all graphics, symbols and lettering, and will submit to the Designer for review prior to fabrication. Artwork for specific items and logos, as noted on the drawing documents, shall be provided electronically by the Designer. All other artwork, as well as final artwork for final fabrication is to be provided by the Signage Contractor.

3.6 Other

Field dimensions shall be taken by the Signage Contractor prior to preparation of shop drawings and fabrication where possible. Time shall be allowed for trimming and fitting wherever the taking of field measurements before fabrication might delay work. All supplementary parts necessary to complete each item shall be furnished by the Signage Contractor, even though such parts are not definitely shown or specified. All anchors and other fasteners for securing work shall be included.

4.0 Signage Contractor Responsibilities

4.1 Design Responsibility

The graphic design requirements shown by the details on the sign type drawing documents are for design intent only and intended to establish basic dimensions of units or modules, profiles and sight lines of members, and appearance. Within these limitations, the Signage Contractor is responsible for fabrication of the entire system, and to make whatever modifications of and additions to the details as may be required. The visual design concept shall be maintained as shown, including members sizes, profiles and alignment of components as accurately as possible. The Signage Contractor shall supplement the general design shown with detailed shop drawings for the Owner's approval. The shop drawings shall include major aspects of the system proposed, such as sections, shapes and connections of components and joints, how temperature movement is handled, venting, and anchorage to structure.

4.2 Statement of Application

The Signage Contractor, by commencing the work of the project, assumes overall responsibility, as part of his warranty of the work, to assure that all assembled components and parts shown that are required within the work of this project comply with the contract documents. The sign contractor shall fully warrant:

That all components specified, or required, to satisfactorily complete the installation, are compatible with each other and with the conditions of installed and expected use.

The overall effective integration and correctness of individual parts and the whole system.

Compatibility with adjoining substrate, materials and other work by other trades.

There shall be no premature material failure due to improper design of fabrication of the system. All materials are to fully perform to their normal life expectancy.

4.3 Statement of Execution

The Signage Contractor shall be responsible for all work done under this contract, including:

- a. Faulty or improper work of sub-contractor(s) and others under him by contract or otherwise.
- b. Diligent execution of work and giving personal attention and supervision to the same until complete.
- c. All delays caused by neglect on the part of the Sign Contractor or those under him by contract or otherwise.
- d. Compliance with all laws, ordinances and regulations bearing on the conduct of the work as drawn and specified.
- e. Obtaining, at the Sign Contractor's own cost, sign/construction permits, inspection certificates are required by the City of New Port Richey, FL, the state of Florida. The Signage Contractor shall procure and pay for all permits, licenses and approvals necessary for the execution of the work.

4.4 Submittals

By the approval and submission of shop drawings and samples, the Signage Contractor thereby represents that he has determined and verified all field measurements, including heights, field construction criteria, materials, catalogue numbers and similar data or will do so, and that he has checked and coordinated each shop drawing and sample with the requirements of the work and the contract documents. Refer to Section 5.0 for list of required submittals.

4.5 Special Instructions

Signage contractor shall halt the graphics work when notified of a proposed change, or unsatisfactory results are anticipated. Signage contractor shall notify the Owner or authorized representative immediately and proceed only after receiving additional instructions from the Owner or authorized representative.

4.6 Protection and Handling of Products

Signage contractor shall store all graphic items under cover and off ground; handle in such manner as to protect surfaces and to prevent damage during storage, transport, installation and throughout remaining construction; protect exposed finishes by covering with adhesive paper or other suitable covering where adhesive is not appropriate for finish material; and apply covering prior to shipment from the fabricator or finishing shop. The covering shall not adversely affect finish. Signage contractor shall remove protective coverings when there is no longer any potential for damage to the graphics work from other work yet to be performed.

4.7 Shipping and Transportation

Signage Contractor will be responsible for proper shipping and transportation of all signage to the job site and will specify whether it will be common carrier or their own trucks. Signage Contractor will be liable for all damage incurred during shipping and loss of time in the installation schedule.

4.8 Storage of Equipment

Space for storage of material prior to installation will be designated by the Owner. The Signage Contractor must give advance notice of deliveries and space requirements so the proper provision may be made. If deliveries are to be made to the premise at times other than normal working hours, the Signage Contractor will be required to reimburse Owner for any overtime costs incurred by Owner.

4.9 Warranty

- a. Upon final completion, the Signage Contractor will warrant all work and materials to be fully complete and in accordance with the contract documents and the agreement between Owner and Signage Contractor, and requirements appertaining thereto; that all work and materials are free from any and all defects and imperfections, and fully meet the manufacturer's published performance criteria for use and purposes for which each and every part is specified.
- b. The Signage Contractor also agrees that, should any defect develop or appear, which the Owner finds was not caused by improper use, the Signage Contractor shall promptly, upon demand, fully correct, substitute and make good any such defective material without cost to the Owner and will save the Owner harmless against any claim, demand, loss or damage by reason of any breach of this warranty.

- c. The period of this warranty shall commence on the date on which the Owner determines the Signage Contractor has met all Final Completion requirements. The period of said warranty shall last sixty (60) months unless otherwise specified.
- d. The special warranty specified in this Article shall not deprive the Owner of other rights the Owner may have under other provisions of the Contract Documents and shall be in addition to, and run concurrent with, other warranties made by the contractor under requirements of the Contract Documents.
- e. Special Warranty: Manufacturer's standard form in which manufacturer agrees to repair or replace components of signs that fail in materials or workmanship within specified warranty period.
- f. Failures include, but are not limited to, the following:
 - 1. Deterioration of polymer/acrylic finishes beyond normal weathering.
 - 2. Structural failures.
 - 3. Noise or vibration caused by thermal movements.
 - 4. Failure of system to meet performance requirements.
 - 5. Failure of operating components to function normally.

4.10 Signage Contractor Responsibilities

The period of this warranty shall commence on the date on which the Owner determines the Signage Contractor has met all Final Completion requirements.

4.11 Permits

Verify with Owner on all applicable permits.

5.0 Submittals

All submittals and shop drawings are to be delivered to the Owner/Designer for distribution.

5.1 Schedule

A detailed graphic schedule by phases of production and installation is to be submitted by the Sign Contractor within five (5) business days of signing of contract with the Owner.

5.2 Samples

- a. The Sign Contractor shall submit (3) 4"x 4" samples of each color and finish of exposed materials, accessories and exposed fasteners, or final material substrate to be used in the project. District Identification sample text colors to be screened on background color for contrast approval.
- b. The Sign Contractor shall submit (1) full size sample of each pattern.

5.3 Shop Drawings

The Sign Contractor shall submit (1) one copy of electronic shop drawings in 11" x 17" format for the manufacturing, fabrication and erection of signs and graphic work at large scale, which shall show joints, anchorage, accessory items, and finishes. Shop drawings shall include accurately scaled masonry details, including finished sizes of brick, stone, mortar joints and foundations. Shop drawings shall be completed within 2 weeks the following the notice to proceed.

- a. Acceptance of shop drawings does not in any way change the construction documents. Construction documents may only be changed in writing.
- b. The Signage Contractor is responsible for reviewing shop drawings for conformance with the design intent documents and notifying, in writing, the Owner, of any variation from the documents.
- c. Changes to the shop drawings are to be made by the Signage Contractor as directed by the Designer and/or Owner. The Sign Contractor will receive 1 week for changes/updates as directed by the Designer and/or Owner.

5.4 Manufacturer's Data

Signage Contractor shall submit (1) copy of the manufacturer's printed specifications, anchorage details and installation, and maintenance instructions for all products to be used in the fabrication of signs and graphics work.

6.0 Substitutions

6.1 Any substitution requested will be considered under these cases:

- a. When specified product is not available.
- b. When certain product or process is specified, a warranty of performance is required, and, in the judgment of the Signage Contractor, the specified product or process will not produce the desired results.
- c. When such substitutions is in the best interest of the Owner.

6.2 Requests for substitutions of products, materials or processes other than those specified will be accompanied by the evidence that the proposed substitution:

- a. Is equal in quality and serviceability to the specified item;
- b. Will not entail changes in details and construction related to work;
- c. Will be acceptable in consideration of the required design and artistic effect;
- d. Will provide cost advantage to the Owner.

The Sign Contractor shall furnish with his request such drawings, specification samples, performance data and other information as may be required of him to assist the Owner and Designer in determining whether the proposed substitution is acceptable. The burden of proof shall be upon the Signage Contractor.

6.3 Regardless of the evidence submitted or any review or independent investigation by the Owner or Designer, a request for a substitution of products, materials, or processes is a warranty by the Signage Contractor to the Owner that the requested substitution;

- a. Is equal in quality and serviceability to the specified item;
- b. Will not entail changes in details and construction related to work;
- c. Will be acceptable in consideration of the required design and artistic effect;
- d. Will provide cost advantage to the Owner.

6.4 Proposed substitutions will be made after the signing of the contract and not during the bid phase. Signage Contractor shall submit requests for substitutions to the Designer and/or Owner in writing with the first round of shop drawings, giving sufficient information and samples for evaluation with the differences in costs, if any. Substitutions must be approved in writing by the Owner and/or Designer before they may be used.

7.0 Products of Fabrication

Shop fabrication and tolerances shall conform to the standards of the industry. Signage Contractor shall perform high-quality, professional workmanship, attach materials with sufficient strength, number and spacing not to fail, and fabricate all work to be truly straight, plumb, level and square and to sizes, shapes and profiles indicated on the approved shop drawings.

7.1 Materials and Workmanship

- a. The Signage Contractor shall use, whenever possible, standard sizes and readily available materials to reduce cost of fabrication. All materials shall be of the highest quality and shall meet all industry standards. To establish a standard quality, design and function desired, portions of the Design Intent Documents and specifications may be based on products or manufacturers herein. When specific products are mentioned, it should be noted that the manufacturers of similar products may be considered for approvals as "equal" by the Designer upon receipt of adequate supporting data.
- b. All materials utilized for the work of this contract shall meet all applicable codes, including Fire and Life Safety codes, of authorities having jurisdiction over the projects. The Sign Contractor shall immediately report any discrepancies to the Designer for resolution. The Contractor shall not substitute products without obtaining prior written approval from the Owner and/or Designer.
- c. All sign faces shall be smooth and even, free from imperfections and disfiguring caused by such things as welding, material being too thin, fasteners and welds not being ground smooth, oil canning, staining, discoloration or uneven coloration, puckering, or any other problems not specifically mentioned herein.
- d. Climate conditions of the project site must be considered and the sign units designed and engineered to prevent problems caused by weather, expansion, contraction, condensation, and any other possible problems resulting from exposure to the elements.
- e. Weep holes, heat vents, etc., shall be considered for incorporation by the Sign Contractor on each sign type as required and/or necessary. Weep holes, vents, access panels and other functional, but non-aesthetic, components must be placed so as to be inconspicuous as possible. All such items must be shown on the shop drawings for approval prior to fabrication.
- f. All finish work shall be smooth and free from abrasion, tool marks, visible welds, exposed fasteners or similar defects. All corners, reveals and joints shall be milled to matching adjoining pieces and shall be fabricated so that they are straight and/or configured to match the Design Intent Documents.
- g. Defective workmanship of any type shall not be tolerated and will result in rejection of the supplied product.

7.2 Systems Performance Requirements

- a. General: Signage Contractor shall engineer, fabricate and install signs to meet Performance Requirements included in these Specifications and the following criteria:
 - i. Code Compliance: Work, including structural loading, shall comply with all applicable Federal, State and Local Codes and applicable regulations of authorities having jurisdiction including ADA compliance.
 - ii. Design Criteria: The Drawings and Specifications indicate sizes, colors, layouts, profiles, critical details and dimensional requirements of signs.
- b. Windloading: All sign types and supporting devices, anchorage, etc. must be designed to withstand a wind speed of 100 mph (unless specified otherwise by the City of New Port Richey, FL Building Code or local ordinances) on the total sign area applied in all directions and comply with all applicable codes.
- c. Thermal Movement Temperature Change (range): 120 degrees Fahrenheit ambient, 180 degrees Fahrenheit material surfaces.
- d. Control of Corrosion: Prevent galvanic action and other forms of corrosion by insulating metals and other materials from direct contact with incompatible materials.
- e. Engineering: The sign contractor shall provide signed and sealed structural and electrical engineered drawings by Massachusetts licensed engineers for all signs including 100 mph wind load requirements.

7.3 Typography & Graphics

- a. The Sign Contractor shall report any discrepancies or conflicting sign specifications, such as a message too long for specified format, to the Designer for resolution.
- b. The applicable typefaces for this project shall be indicated in the design documents.
- c. Electronic art (either Macintosh or PC format) for graphics, logos and symbols shall be supplied by the Owner for the Sign Contractor’s use in producing electronically cut images, patterns, or friskets. This is the only acceptable source of art for the logos and symbols. Sign Contractor shall not use artwork included as part of these Documents for final photography or digitizing.
- d. All fonts specified must be purchased by the Sign Contractor for use in this program.
- e. All final output or implementation of typography and graphics are to be sharp (without serrated or irregular edges) and exactly true to the letter style and/or design form.
- f. Sign Contractor shall allow for hand kerning of messages, at no additional cost, in which letters and numbers, although adequately spaced, appear to the Designer to be less readable, or unsatisfactorily spaced.

7.4 Color

- a. Color Specifications: Sign Contractor shall provide products matching those listed below in both color and quality. For colors requiring a match, products shall be used which best match the AkzoNobel® Paint swatch specified. Samples shall be submitted in accordance with the requirements of Section 5.0 and of these Specifications for approval prior to fabrication.

- b. Color specifications for the work of the project are listed in the Design Documents. Utilize AkzoNobel® GripGard® Signage Paints. Or Equal AkzoNobel 1845 Maxwell Drive, Troy, MI 48084 AKZ-9000-8041. - grip-gard.com
- c. Consult the Design Documents to ascertain all sign components to receive color.
- d. Coatings are to accurately match the color specified. The number of coatings must be adequate to achieve the color specified. Three (3) samples of each color using the actual coating type must be submitted for approval prior to production, in accordance with Section 5.0 of these Specifications.

7.5 Finish

- a. All coating applications are to be smooth and consistently uniform. The cured coating surface is to have a uniform finish that matches the specified color and finish.
- b. Exact identification of all coatings and a description of the method of application shall be identified in the Shop Drawings.
- c. Color breaks that occur on the sign face are to be sharp, even, with no serration or color bleed. All splatters, drips, spills and over sprays shall be removed.
- d. Comply with NAAMM’s “Metal Finishes Manual for Architectural and Metal Products” for recommendations for applying and designating finishes.
- e. Protect mechanical finishes on exposed surfaces from damage by applying a strippable, temporary protective covering before shipping.
- f. Appearance of Finished Work: Variations in appearance of abutting or adjacent pieces are acceptable if they are within one-half of the range of approved samples. Noticeable variations in the same piece are not acceptable. Variations in appearance of other components are acceptable if they are within the range of approved samples and are assembled or installed to minimize contrast.

7.6 Screen Printed Media

- a. All screen-printed graphics shall be produced with ABS paint compatible with the substrate, using mesh of 390 or finer to produce clean, sharp edges.
- b. All media are to be opaque, with full even coverage, and free from dust bubbles, blemishes and other foreign matter.
- c. There shall be no streaking created by drawing squeegee over screen

7.7 Digitally Printed Graphics

- a. Applied graphics should securely adhere to sign surfaces, and be applied smoothly: free of peeling, bubbling or other application defects. Graphics are expected to resist peeling and hold to applied surfaces considering the exterior conditions (resistant to temperature fluctuations and moisture).

- b. Opaque continuous tone photo-quality print - minimum 720 DPI per sq. inch. Graphics may be printed directly to substrate and be applied smoothly: free of peeling, bubbling or other application defects. Graphics are expected to hold to applied surfaces. Graphics should utilize inks resistant to UV-A, UV-B, Xenon and weather. Any graphics used outside should be exterior-rated: resistant to vandalism, fading and other weather-related defects.

7.8 Vinyl Film

- a. Contractor shall provide opaque or reflective high performance vinyl film as indicated on the Drawings, 2 mil maximum thickness, with pressure sensitive adhesive, suitable for outdoor application to vinyl, painted surfaces, and metal applications.
- b. All machine cut vinyl typography and graphics are to be on high-grade self-adhesive 2 mil maximum high performance, cast vinyl films with a minimum of (10) years durability or approved equal (or otherwise noted). The application of the vinyl characters is to be smooth, without bubbles, ridges or other imperfections.
- c. All vinyl typography (including letters, arrows, numbers, symbols, logos, etc.) shall be digitally reproduced, and machine cut.
- d. Surface coatings should be allowed to dry a minimum of 3 to 4 days before applying vinyl letters or graphics in order to avoid bubbles forming in the vinyl from out-gassing of the curing coating.
- e. Letters for sign panels are to have positionable pressure-activated gray pigmented adhesive to provide minimal color show through.

7.9 Aluminum & Steel

Separation of Metals: There shall be no bare aluminum in contact with any other metals, wood or concrete. Contact surfaces shall be separated by a coating of zinc chromate and aluminum paint, or a heavy body bituminous paint or by a gasket.

- a. Aluminum Castings: ASTM B 26/B 26M, of alloy and temper recommended by sign manufacturer for casting process used and for use and finish indicated.
- b. Aluminum Sheet and Plate: ASTM B 209 (ASTM B 209M), alloy and temper recommended by aluminum producer and finisher for type of use and finish indicated, and with at least the strength and durability properties of Alloy 5005-H32.
- c. Aluminum Extrusions: ASTM B 221 (ASTM B 221M), alloy and temper recommended by aluminum producer and finisher for type of use and finish indicated, and with at least the strength and durability properties of Alloy 6063-T5.
- d. Steel Members Fabricated from Plate or Bar Stock: ASTM A 529/A 529M or ASTM A 572/A 572M, 42,000-psi (290-MPa) minimum yield strength.
- e. For steel exposed to view on completion, provide materials having flat, smooth surfaces without blemishes. Do not use materials whose surfaces exhibit pitting, seam marks, roller marks, rolled trade names, or roughness.

7.10 Direct Embed Coating Systems, LLC

N/A

7.11 Polycarbonate Sheet

- a. White Polycarbonate Sheet - Free of Seams

7.12 Paints/Coatings/Finishes

- a. Utilize AkzoNobel® GripGard® Signage Paints. Or Equal AkzoNobel 1845 Maxwell Drive, Troy, MI 48084 AKZ-9000-8041. - grip-gard.com
- b. Surface Preparation: Signage Contractor shall remove mill scale and rust, if present from uncoated steel and prime for painted finish.
- c. Only highest quality 2-part catalyst-hardened acrylic polymer coatings are to be used. Color fastness is of utmost importance as well as quality and other assurances against abnormal deterioration such as peeling, cracking, crazing, etc.
- d. Coatings shall be prepared as designated by the manufacturers' latest literature for surface preparation and application but in no case less than one (1) applicable primer coat and two (2) final full coats. All finished surfaces shall be uniform.
- e. All coatings (paint, Clear Coat, ink, etc.) should have UV inhibitors, and should not fade or discolor when exposed to ultraviolet light.
- f. Colors shall match color designations as indicated on the drawings.
- g. Sign Contractor shall protect mechanical finishes on exposed surfaces from damage by applying strippable, temporary protective covering before shipping.
- h. All paint finishes are to be satin unless otherwise noted in the Design Drawings.

7.13 Fasteners

- a. Signage Contractor shall use concealed fasteners fabricated from metals that are not corrosive to the sign material and mounting surface. All dissimilar materials must be separated from contact with each other. Fasteners shall be compatible with adjacent materials and substrates.
- b. Anchors and Inserts: Signage Contractor shall use nonferrous metal or hot-dipped galvanized anchors and inserts for exterior installations and elsewhere as required for corrosion resistance. Signage Contractor shall use expansion bolts or other fastening devices for drilled-in-place anchors designed to withstand all required loads. Signage Contractor shall furnish inserts, as required, to be set into concrete or masonry work.
- c. Exposed Fasteners: Sign Contractor shall finish exposed fasteners to match adjacent surfaces and as directed by Designer to achieve an attractive, finished appearance.

8.0 Fabrication

Signage Contractor shall provide sign copy to comply with the requirements indicated for size, styles, spacing, content, positions, materials, finishes, and colors of letters, numbers and symbols, and other graphic devices and construct to accurate details and dimensions as shown, and as reviewed on shop drawings. Exposed fasteners on finished sign faces will not be allowed, unless specifically indicated. Signage Contractor shall conceal wiring, conduit, and other electrical items within sign enclosures.

8.1 Shop Assembly

Signage Contractor shall pre-assemble items in shop to greatest extent possible to minimize field splicing and assembly. Signage Contractor shall disassemble units only as necessary for shipping and handling limitations. Signage Contractor shall clearly mark units for reassembly and coordinated installation.

8.2 Welding

All welding procedures shall conform to applicable AWS specifications. Type of alloy filler metal and electrodes to be that which is recommended by producer of metal to be welded, and as required for color match, strength and compatibility in the fabricated items.

8.3 Flatness of Panels

Panels shall show no visible distortion when viewed in installed position.

8.4 Cutting/Routing

Signage Contractor shall cut and route in a manner to produce smooth, true, and clean edges and corners of finished graphics and letterforms. Graphics and letterforms having positive or negative corners, nicked, cut or ragged edges are not acceptable. Signage Contractor shall align and maintain parallel baselines and margins as indicated on the drawings.

9.0 Execution

Quality and acceptability of the fabricators' work will be monitored throughout the fabrication and installation phases of the project. Work will be reviewed by the Designer.

9.1 Shop Reviews

Contractor shall notify Designer and Owner at least 48 hours in advance of operations requiring reviews.

9.2 Site Reviews

Upon arrival of any shipment of sign units or materials, the Sign Contractor shall inspect the shipment to verify that no damage has occurred that will adversely affect the performance or appearance of the units or materials. The Owner shall not accept, as approved, any units or materials previously rejected by the Designer and not repaired or revised to the Designer's satisfaction.

9.3 Sign Locations

The Sign Contractor shall field-verify all proposed sign locations in the field and conduct a walk-through with the Designer and Owner in order to obtain a written approval of the proposed locations before installation of the sign units. Hydrovac Excavation to be utilized at all locations that require excavation. Hydrovac Excavation is a precise, non-mechanical, non-destructive process that uses pressurized water and an industrial strength vacuum to simultaneously excavate and evacuate soil. As the pressurized water breaks up the soil it creates a slurry that is removed by a powerful vacuum into a debris tank.

Prior to hydrovac-ing, foundation locations must be placed to be perpendicular to the road with a maximum tolerance of 3 degrees away from viewing side.

9.4 Punch List

Immediately after installation of the signs, the Sign Contractor shall arrange for the Owner to review the work in place and give written notice of any deviations, errors, missions or other unacceptable condition in a punch list to be prepared and distributed to the proper fabricators or consultants for correction.

9.5 Final Sign-Off

At final completion of all work, including punch list items for each group of signs, the Sign Contractor shall arrange for a final review by the Owner for the purpose of obtaining a written approval of the fabrication and installation of the units.

10.0 Installation

The installation of fixed materials shall be under the general direction of the Owner/Designer in accordance with applicable specifications and layout drawings.

10.1 Preparation

N/A

10.2 Delivery to Premise

Sign Contractor is responsible for securing staging and storage areas. Unless indicated to the contrary, items of loose material shall be delivered, uncrated, assembled, set in proper place and installed ready for use, free from breakage, blemishes or other defects.

10.3 Anchors and Inserts

Signage Contractor shall furnish inserts and anchoring devices which must be set in concrete or built into masonry for installation of this work, provide setting drawings, templates, instructions and directions for installation of anchorage devices and provide units with exposed surfaces matching the texture and finish of metal item anchored.

10.4 Cutting/Fitting/Placement

Signage Contractor shall perform all cutting, drilling and fitting required for installation, set work accurately in location, alignment and elevation, plumb, level and true, measured from established lines and levels, and provide temporary bracing or anchors as required. Signage Contractor shall form tight joints with exposed connection accurately fitted with uniform reveals and spaces for sealants and joint fillers. Where cutting, welding and grading are required for proper shop fitting and jointing of the work, Signage Contractor shall restore finishes to eliminate any evidence of corrective work. Signage Contractor shall not cut or abrade finishes which cannot be completely restored in field. Signage Contractor shall return items with such finishes to the shop for required alterations, followed by complete refinishing or providing new units at Signage Contractor option.

10.5 Erection

All surfaces shall be covered with protective non-deleterious finish for protection until final installation or erection. Signage Contractor shall complete all connections in proper alignment and tighten bolts securely. Leveling is to be done only by instruments; measuring equal distances from existing surfaces will not be acceptable as a basis of level and/or plumb. After erection, all surfaces marred during erection and exposed bolts, bolt heads, etc., shall be retouched with same paint as previous.

10.6 Protective Coverings

Sign Contractor shall restore protective coverings which have been damaged during shipment or installation of the work, remove protection when requested for inspection of finishes and replace, retain protective coverings intact and remove simultaneously from similar finished items to preclude non-uniform oxidation and discoloration and remove protective coverings only when there is no possibility of damage from other work yet to be performed at the same location.

10.7 Demolition

Sign Contractor shall use special care in the removal of existing signage, excess materials and rubbish. Rubbish shall not be allowed to accumulate but shall be consistently collected and removed at the completion of this work, on a daily basis. As this is an active site, all debris must be vacuumed and removed as work is completed. Sign contractor responsible for removing concrete footers completely and fillings exposed holes with clean soil, concrete or asphalt. All removed signs will be given to the owner for disposal.

10.8 Tolerances

- a. Maximum tolerances on joints 1/16" .
- b. Foundations above ground, smooth finish with a 1 1/2" exposed footer above the ground with a 1 1/2" chamfer at a consistent 45 degree angle.
- c. Maximum of 3 degrees off true perpendicular of roadways away from the road on signage foundations.
- d. J-Bolts and anchors to be centered on all foundations.

10.9 Cleaning of Premises/Signs

The Signage Contractor shall use special care in the disposition of excess materials and rubbish. Rubbish shall not be allowed to accumulate but shall be consistently collected and removed at the completion of this work, on a daily basis. As this is an active site, all debris must be vacuumed and removed as work is completed. After installation, Signage Contractor shall clean soiled sign surfaces according to manufacturer's written instructions, Signage Contractor shall protect signs from damage until acceptance of Owner and shall touch up all nicks, scratches, fasteners that require color.

10.10 Traffic Control

General Flagging - On-Site Preparation - Supervision of the movement of people, goods, or vehicles to ensure efficiency and safety. Traffic control to be coordinated with the City of New Port Richey, FL and/or local jurisdictions.

11.1 WARRANTY / GUARANTEE

We hereby warrant and guarantee the signage installed at the City of New Port Richey, FL for five (5) year(s) for non-illuminated products and one (1) year on illuminated products from the date of substantial completion.

We warrant and guarantee that the materials and equipment furnished under this contract are of good quality and new unless otherwise required or permitted by the contract documents; that the work will be free from defects not inherent in the quality required or permitted; and that the work conforms with the requirements of the contract documents.

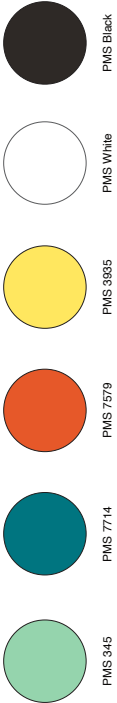
We agree to repair or replace, to the satisfaction of the owner or Designer, any or all work not conforming to the contract documents, including substitutions not properly approved and authorized, workmanship or materials that prove defective within the warranty /guarantee period. This warranty/guarantee excludes remedy for damage or defect caused by abuse, modifications not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage.

Any repairs or replacements shall bear an additional twelve (12) month guarantee, in addition to any remaining warranty period, as herein stated, and dated from the final acceptance of repairs or replacement.

In the event of our failure to comply with the above-mentioned conditions within a reasonable time after being notified in writing, we collectively and separately do hereby authorize the Owner to proceed to have defects repaired and made good at our expense, and will pay the costs and charges; therefore, immediately upon demand.

(Signature of Contractor)	(Date)	(Printed Name/Title)
(Company Name)		
(Signature of subcontractor only if required)		

NOTE:
Submit this warranty with final pay application on company letterhead with corporate seal.

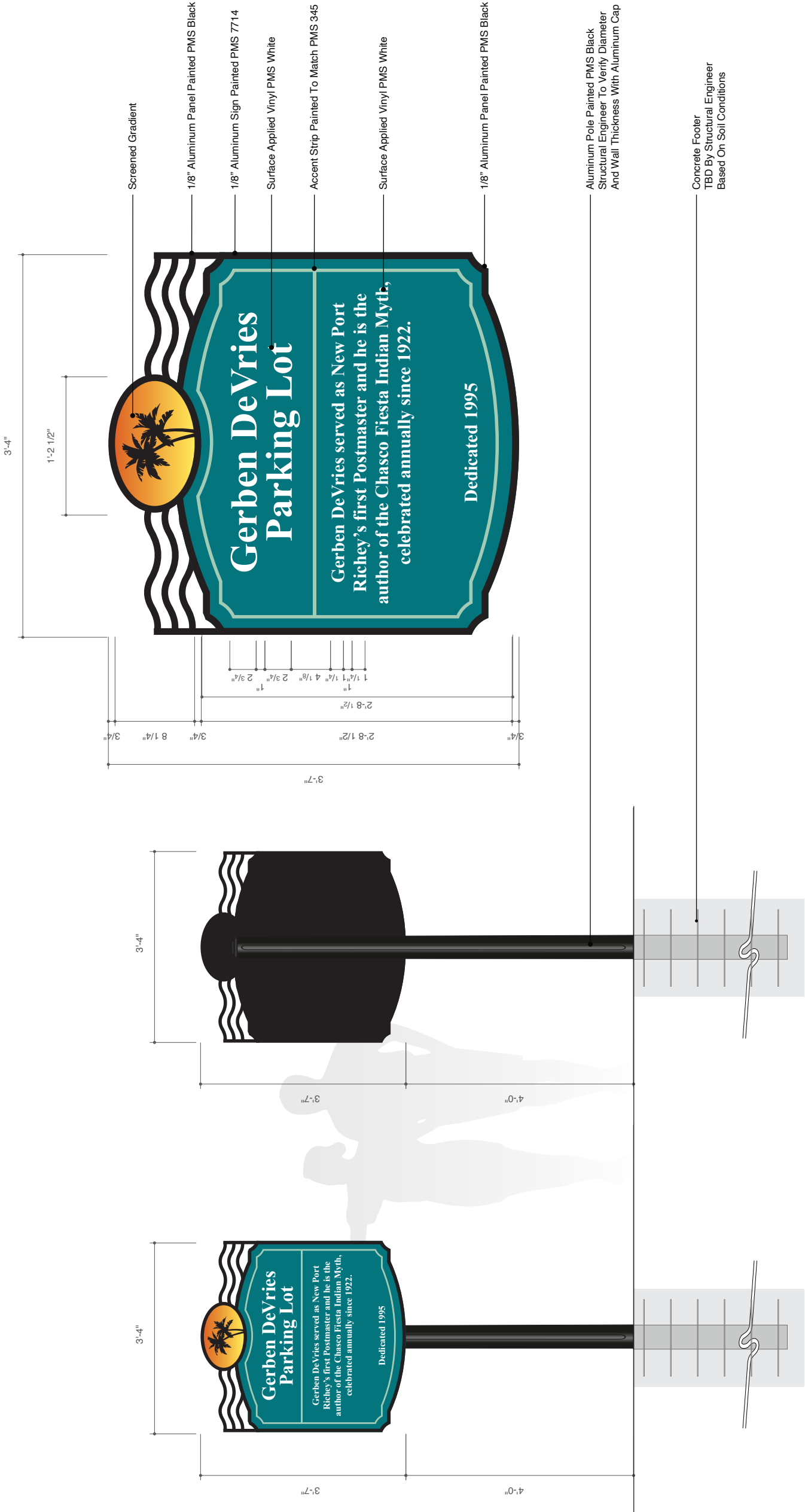


Project:	City of New Port Richey Exterior Wayfinding Signage		
Address:	New Port Richey, FL 34668		
Project Number:	2026-02-01		
Date:	06-18-2026		
Project Manager:	Marianna Mohney		
Issued for:	100% Construction Documents		

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Sheet:



01 ST 15 - Parking Identification
Elevation / Back View

02 ST 15 - Parking Identification
Materials

Scale - 1/2" = 1' 0"

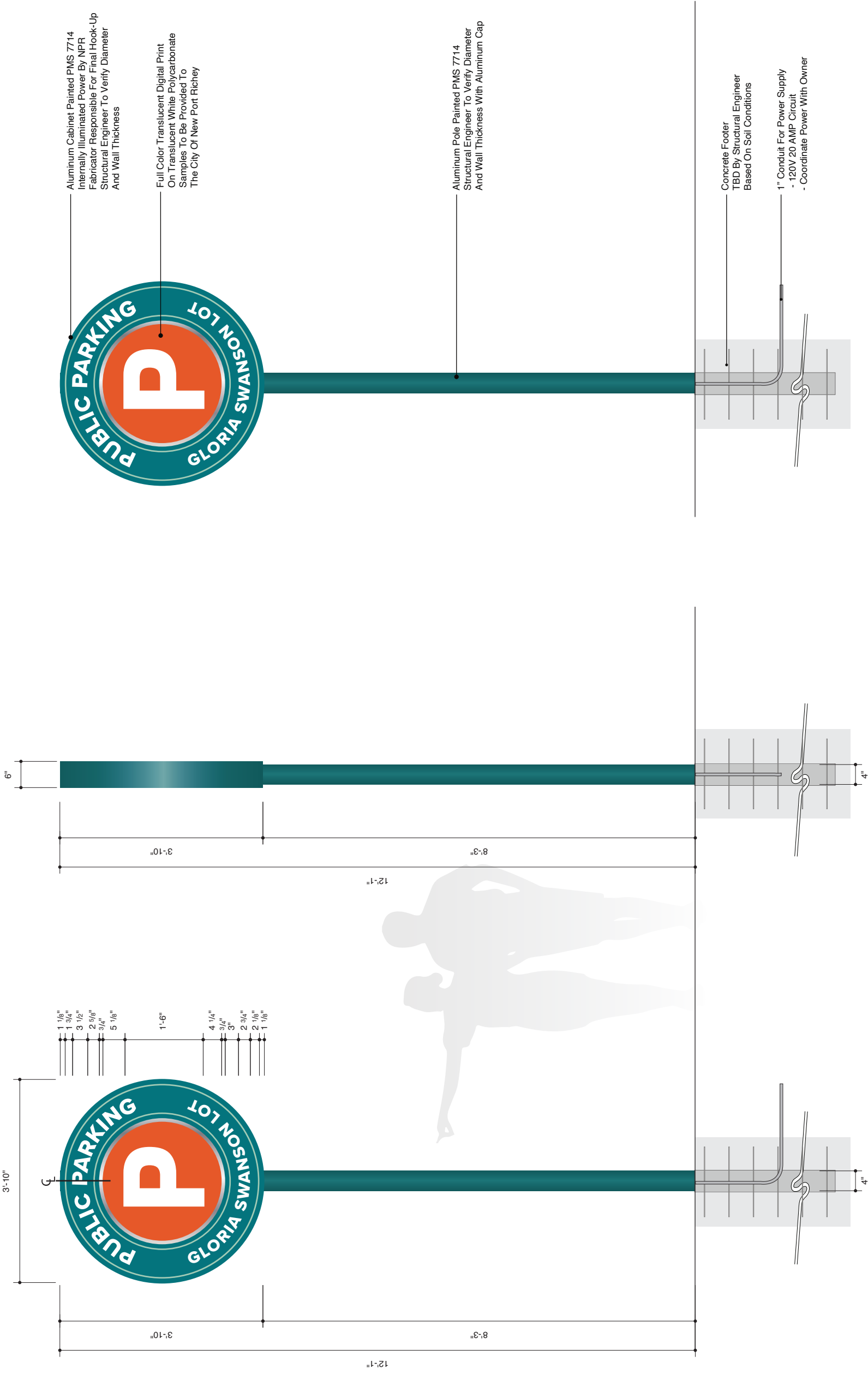
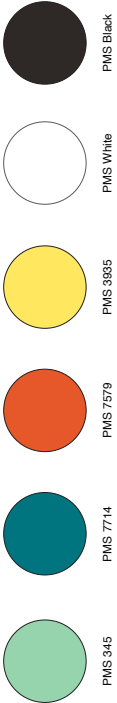
Scale - 1" = 1' 0"

Project:	City of New Port Richey Exterior Wayfinding Signage		
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Sheet:



01 ST 15.1 - Parking Identification
Elevation / End View

02 ST 15.1 - Parking Identification
Materials

Scale - 1/2" = 1' 0"

Scale - 1/2" = 1' 0"



Address: New Port Richey, FL 34665

Date: 06-18-2026

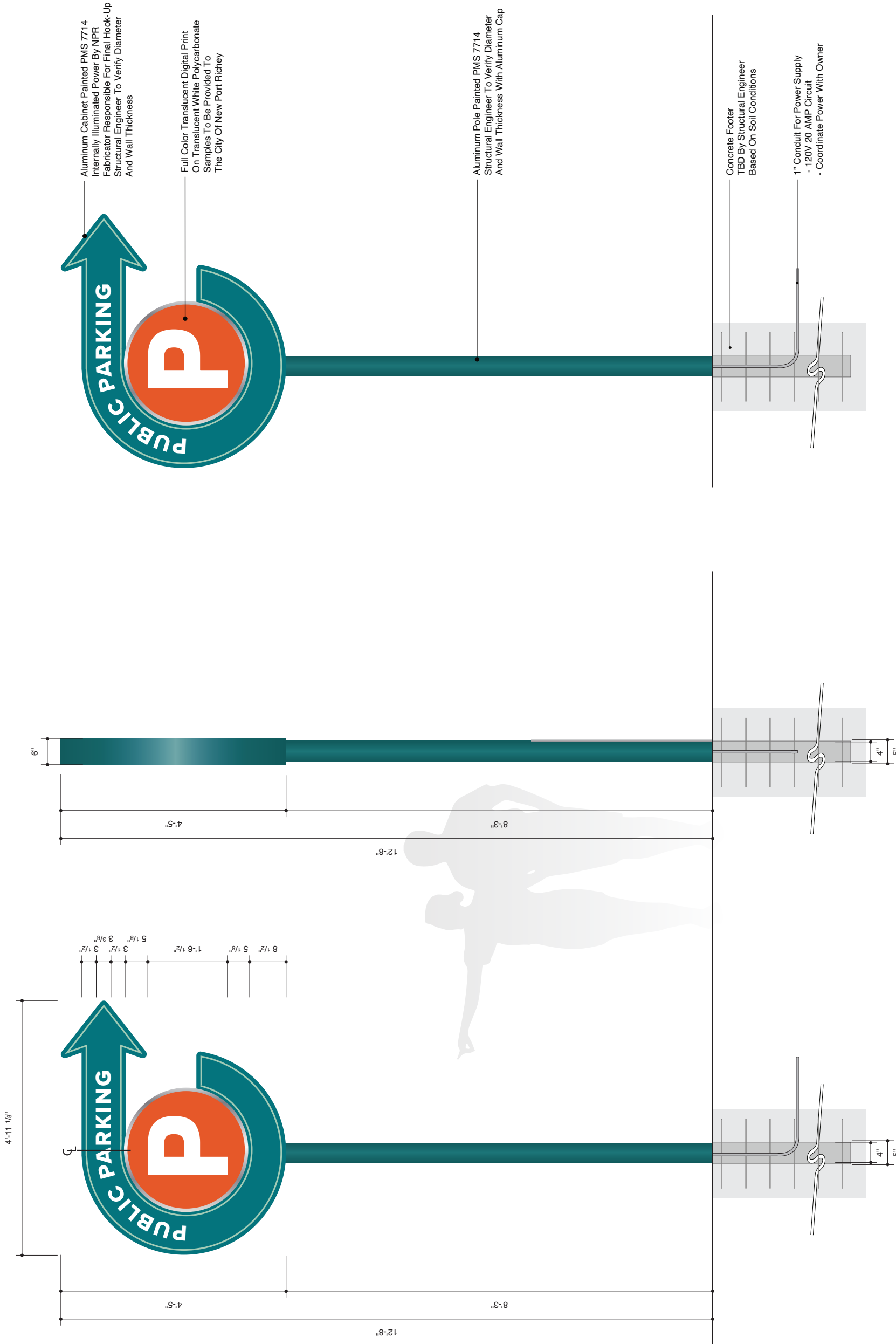
Issued for: 100% Construction Documents

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13



01 ST 18 Parking Directional Single-Sided / ST 18.1 Parking Directional Double-Sided Elevation / End View

02 ST 18 Parking Directional Single-Sided / ST 18.1 Parking Directional Double-Sided Materials

Materials

Scale - 1/2" = 1' 0"



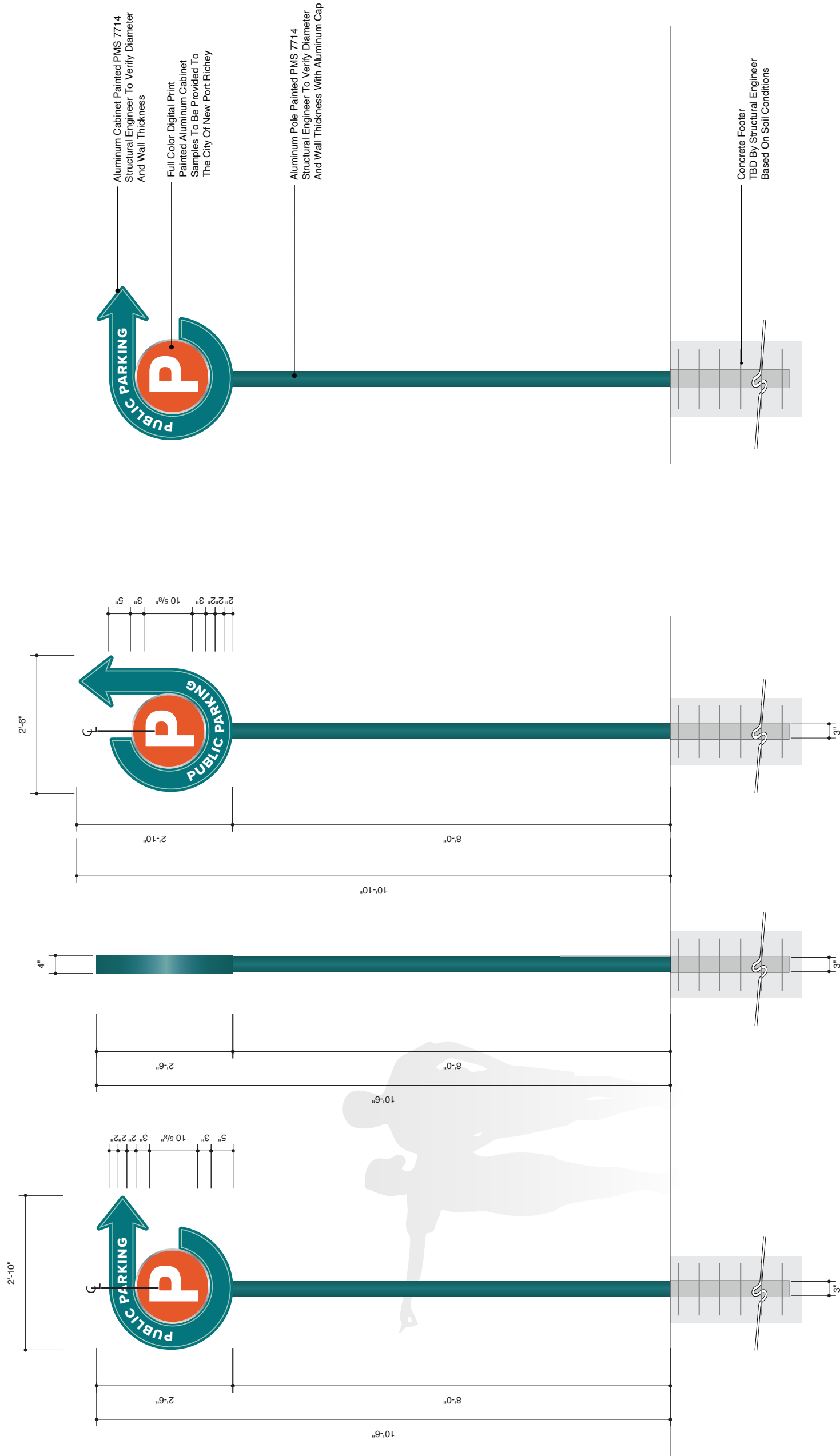
Project:	City of New Port Richey Exterior Wayfinding Signage
Address:	New Port Richey, FL 34668
Project Number:	2026-02-01
Date:	06-18-2026
Project Manager:	Marianna Mohney
Issued for:	100% Construction Documents

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01 ST 18.2 Parking Directional - Small - Non-Illuminated
Elevation / End View

02 ST 18.2 Parking Directional - Small - Non-Illuminated Materials

Scale - 1/2" = 1' 0"

Scale - 1/2" = 1' 0"



Project:	City of New Port Richey Exterior Wayfinding Signage		
Address:	New Port Richey, FL 34668		
Project Number:	2026-02-01		
Date:	06-18-2026		
Project Manager:	Marianna Mohnhey		
Issued for:	100% Construction Documents		

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Project: City of New Port Richey
Exterior Wayfinding Signage

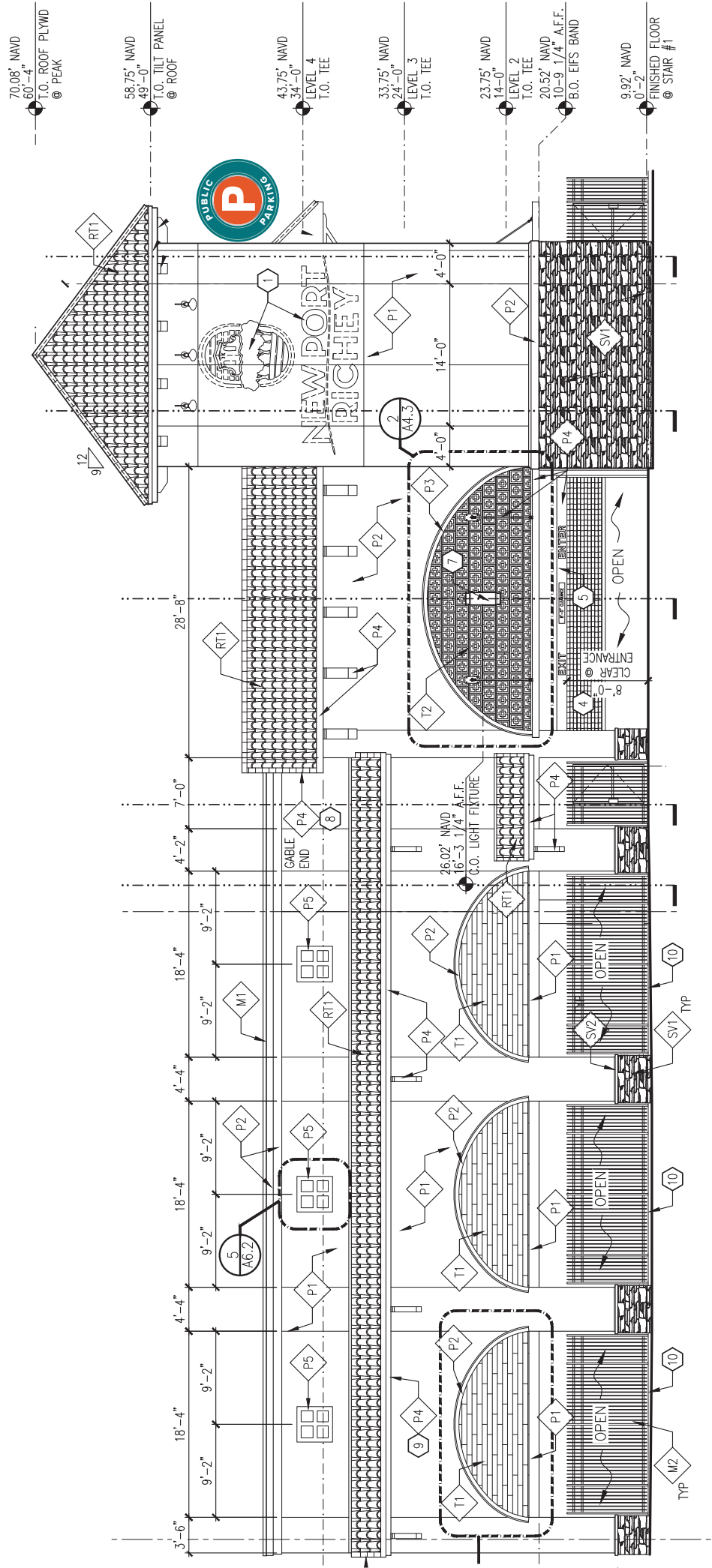
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Project Number: 2026-02-01

Date: 06-18-2026

Project Manager: Marianna Mohnney

Issued for: 100% Construction Documents



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Sheet:

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01 ST 19 - Parking Sign - Wall Mounted-QTY 2

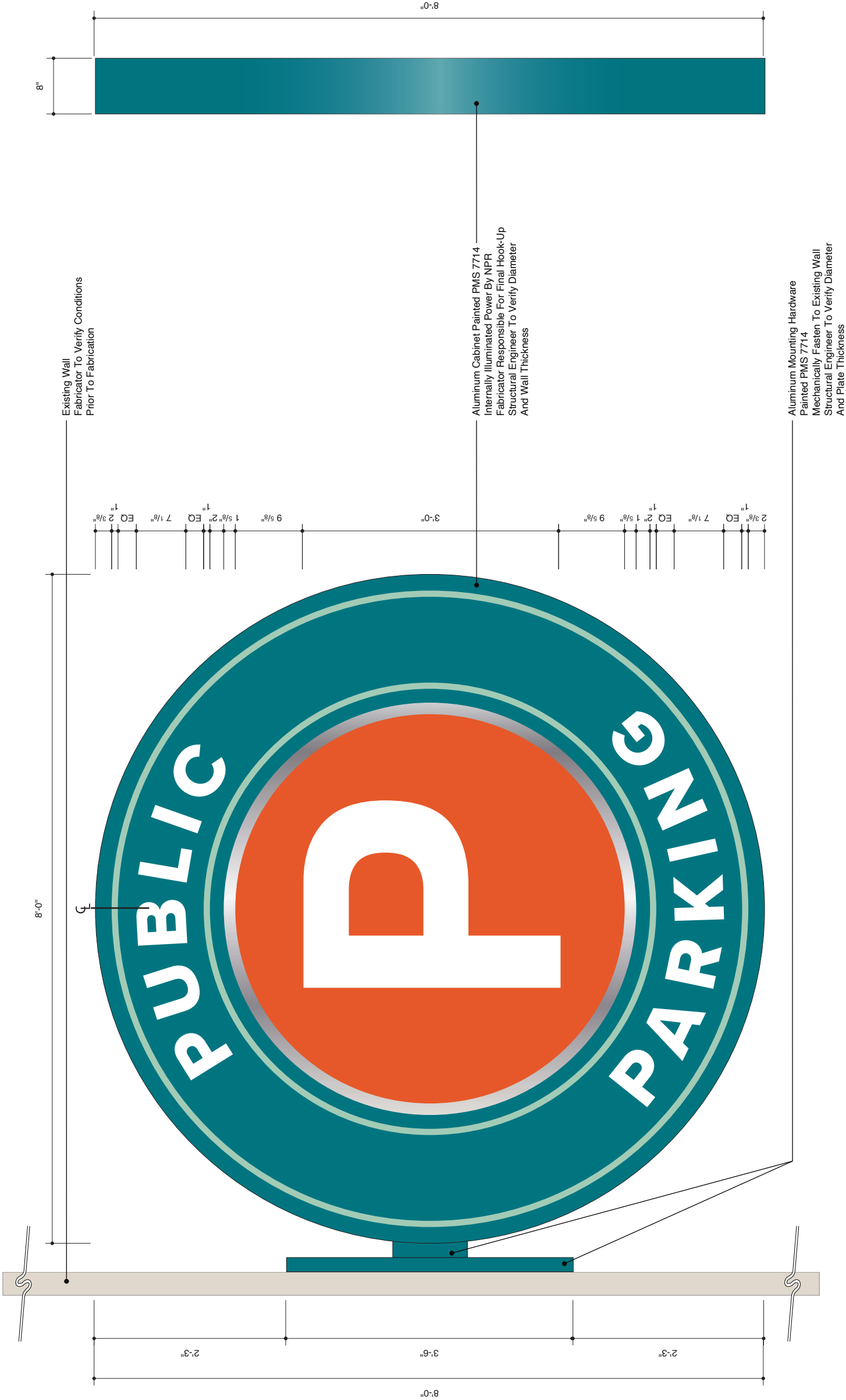
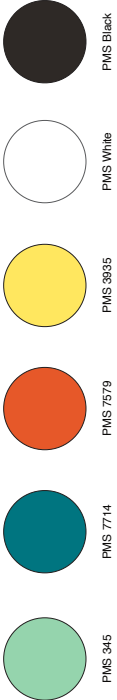
Scale - NTS

Project:	City of New Port Richey Exterior Wayfinding Signage		
Address:	New Port Richey, FL 34668		
Project Number:	2026-02-01		
Date:	06-18-2026		
Project Manager:	Marianna Mohney		
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01 ST 19 - Parking Sign - Wall Mounted - Double Sided - QTY 2
Elevation / End View

Scale - 3/4" = 1' 0"

MUTCD GUIDELINES

Figure 2D-18. Examples of Community Wayfinding Guide Signs

A - Community Wayfinding Guide Signs with Enhancement Markers



B - Destination Guide Signs for Color-Coded Community Wayfinding System



Figure 2D-18. Examples of Community Wayfinding Guide Signs

This figure shows five examples of community wayfinding guide signs. The first three examples are labeled "Community Wayfinding Guide Signs with Enhancement Markers." The last two examples are labeled "Destination Guide Signs for Color-Coded Community Wayfinding System."

The first sign is shown as a horizontal rectangular blue sign with a white border and legend. The words "Great Falls Historic District" are shown in white on three lines. A semicircular sign showing the word "HAMILTON" in white on a brown background above a symbol for a waterfall is shown centered on the top of the guide sign.

The second sign is shown as a horizontal rectangular blue sign with a white border and legend. An upward-pointing vertical white arrow is shown to the left of the words "Overlook Park Visitor Center" in white on two lines above a horizontal white line that extends across the width of the sign. Below this line, a left-pointing horizontal white arrow is shown to the left of the words "Rogers Locomotive" in white on one line and above a horizontal white line that extends across the width of the sign. Below this line, the words "City Hall" are shown to the left of a right-pointing horizontal white arrow. A semicircular sign showing the word "HAMILTON" in white on a brown background above a symbol for a waterfall is shown centered on the top of the guide sign.

The third sign is shown as a horizontal rectangular purple sign with a white border and legend. The words "South Hill" are shown in white letters on a black background on one line, below which , the words "Community Center" are shown in white letters on a purple background on two lines to the left of a right-pointing horizontal white arrow, and below that is shown a horizontal black band across the bottom of the sign panel.

The fourth sign is shown as a horizontal rectangular green sign with a white border and legend. The words "Renwick Districts" are shown in white on one line above a horizontal white line that extends across the width of the sign. Below this line, a light blue square is shown to the left of the word "Collegetown" in white on the top line, a purple square is shown to the left of the words "South Hill" in white on one line above a horizontal white line that extends across the width of the sign. Below this line, a light green square is shown to the left of the words "South Hill" in white on the second line, and a light green square is shown to the left of the word "Lakefront" in white on the third line.

The fifth sign is shown as a horizontal rectangular green sign with a white border and legend. A left-pointing horizontal white arrow is shown to the left of a purple square that is to the left of the words "South Hill" in white on one line above a horizontal white line that extends across the width of the sign. Below this line, a light green square is shown to the left of the word "Lakefront" in white to the left of a right-pointing horizontal white arrow on one line.



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Chapter 2 of the 2009 Federal Manual on Uniform Traffic Control Devices (MUTCD) defines the guidelines for dimensions and designs for all signs that will assist in an effort to uniform all signs in an aesthetic pleasure for community wayfinding. Guidelines set forth in the MUTCD include standards for color, size, type, arrow and overall design of signs installed on conventional roads. Section 2D outlines standard guidelines for Guide Signs, including Community Wayfinding Signs.

Messaging

- Word messages should be as brief as possible
- Lettering should be large enough to provide the necessary legibility distance
- Destinations should be prioritized as primary, secondary and tertiary in order of importance.
 - **Primary:** key locations most important to the public, and should be directed from the farthest distance away.
 - **Secondary:** and tertiary destinations, such as parking and restrooms, should be listed on directionals as they approach the vicinity of the primary destination.

Capsizes

The following standard is recommended:

- Two-lane streets with speed limits of 25mph or less: 4-inch cap height.
- Two-lane streets with speed limits of > 25mph: 6-inch cap height.
- Multi-lane streets with speed limits of 40mph or less: 6-inch cap height.
- Multi-lane streets with speed limits of > 40mph: 8-inch cap height.

MUTCD Regulations are as follows:

- A MINIMUM specific ratio of 1 inch of letter height per 30 feet of legibility distance should be used.
- Letter height is expressed in terms of the height of an upper-case letter.
- When a mixed-case legend is used, the height of the lower-case letters shall be ¾ of the height of the initial upper-case letter.

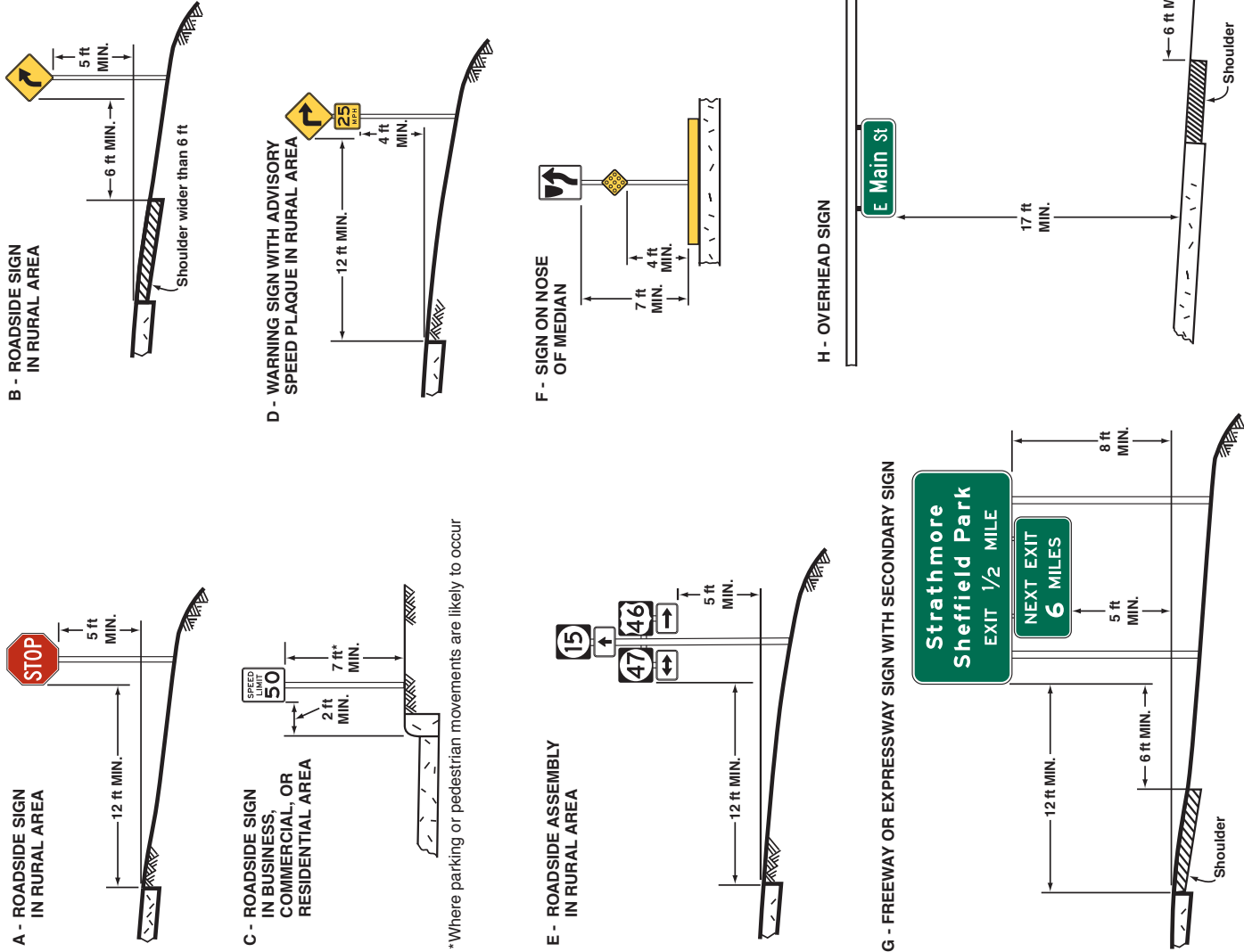
Signage Locations

- Should be located on the right-hand side of the roadway where they are easily recognized and understood by drivers.

Setbacks:

- A. Road side sign in rural area:** shall be set back 12 feet from the edge of the sign to the curb and 5 feet from the bottom of the sign to the height of the curb.
- B. Road side sign in rural area with a shoulder wider than 6 feet:** shall be set back 6 feet from the edge of the shoulder and 5 feet from the bottom of the sign to the height of the curb.
- C. Roadside sign in business, commercial, or residential area:** shall be set back 2 feet from the edge of the sign to the curb and 7 feet from the bottom of the sign to the ground.

Figure 2A-2. Examples of Heights and Lateral Locations of Sign Installations



Note:
See Section 2A.19 for reduced lateral offset distances that may be used in areas where lateral offsets are limited, and in business, commercial, or residential areas where sidewalk width is limited or where existing poles are close to the curb.

Sect. 2A.16

December 2009



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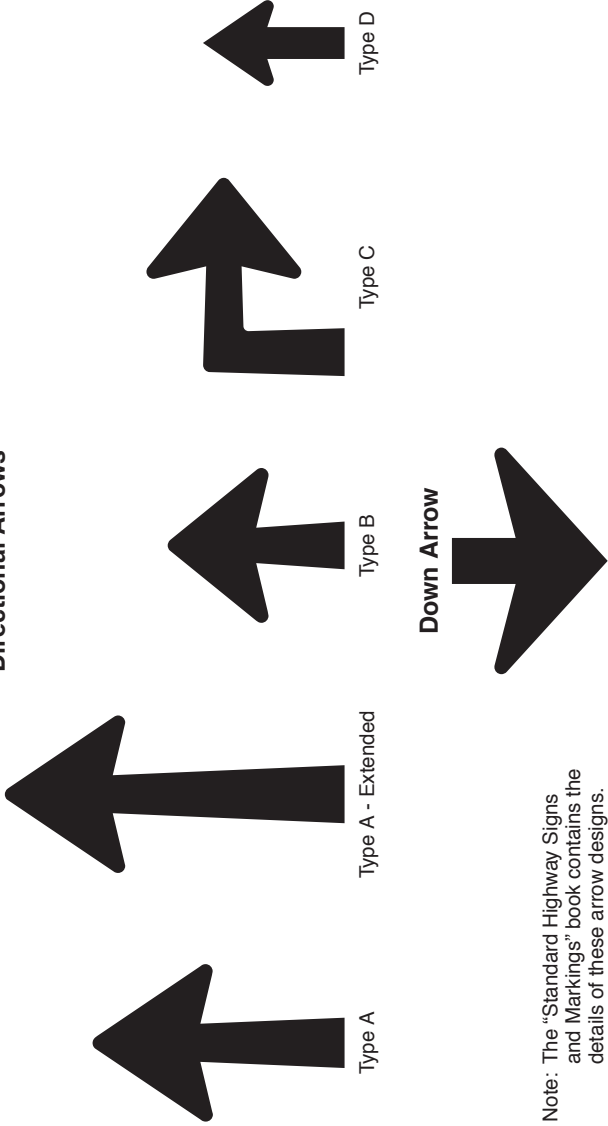
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Figure 2D-2. Arrows for Use on Guide Signs
Directional Arrows



- 10 The Type B directional arrow should be used on guide signs on conventional roads when placed at any angle to the side of a single destination or when placed in a horizontal orientation to the side of a group of destinations.
- 11 The Type C advance turn directional arrow should be used on conventional road guide signs placed in advance of an intersection where a turn must be made to reach a posted destination or group of destinations.
- 12 The Type D directional arrow should be used primarily for sign applications other than guide signs, except as provided in Paragraph 15.

Option:

- 13 The Type A-Extended directional arrow may be used on guide signs where additional emphasis regarding the direction is needed relative to the amount of legend on the sign.
- 14 The Type C directional arrow may be used to the side of the legend of an overhead guide sign to accentuate a sharp turn exit maneuver from a mainline roadway (see Section 2E.36 for additional information regarding Exit Direction signs for low advisory ramp speeds).
- 15 On conventional roads on the approach to an intersection where the Combination Lane-Use/Destination overhead guide sign (see Section 2D.33) is not used, the Type C advance turn directional arrow may be used beneath the legend of an overhead guide sign to indicate the fact that a turn must be made from a mandatory movement lane over which the sign is placed to reach the destination or destinations displayed on the sign.
- 16 The Type D directional arrow may be used on post-mounted guide signs on conventional roads with lower operating speeds if the height of the text on the sign is 8 inches or less.
- 17 The directional and down arrows shown in Figure 2D-2 may be used on signs other than guide signs for the purposes of providing directional guidance and lane assignment.

Guidance:

- 18 Arrows used on guide signs to indicate the directions toward designated routes or destinations should be pointed at the appropriate angle to clearly convey the direction to be taken. A horizontally oriented directional arrow design should be used at right-angle intersections.
- 19 On a post-mounted guide sign, a directional arrow for a straight-through movement should point upward. Except as provided in Section 2D.46, for a turn, the arrow on a guide sign should point horizontally or at an upward angle that approximates the sharpness of the turn.
- 20 At an exit, an arrow should be placed at the side of the sign that will reinforce the movement of exiting traffic. The directional arrow design should be used.

December 2009

Sect. 2D.08

Colors And Visibility

- All messages, borders, and backgrounds of community wayfinding guide signs and any identification enhancement markers shall be retro reflective.
- Pedestrian signage shall NOT be retro reflective.
- Pedestrian wayfinding signage should be located away from intersections where high-priority traffic control devices are.

Arrows

Arrows may be placed below the message or on the appropriate side of the message. On a post-mounted sign at an exit where placement of the arrow to the side of the legend farthest from the roadway would create an unusually wide sign that limits the road user's view of the arrow, the directional arrow may be placed at the bottom portion of the sign, centered under the legend.

Size Guidance:

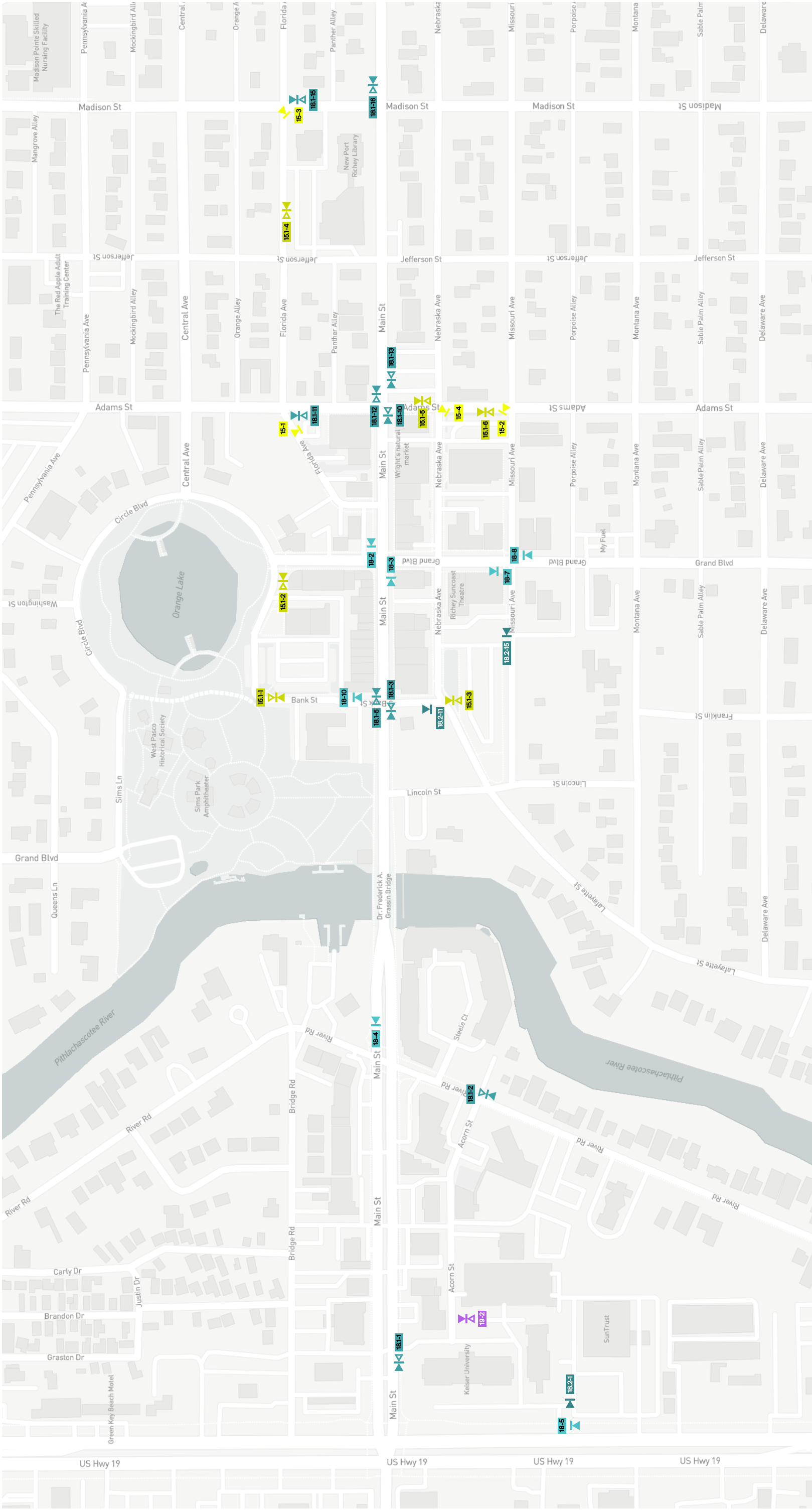
- Types A, B, and C:** The width across the arrowhead should be between 1.5 and 1.75 times the height of the upper-case letters of the principal legend on the sign.
- Type D:** The width across the arrowhead should be at least equal to the height of the upper-case letters of the principal legend on the sign.
- Down arrows:** Only to be used on overhead signs; the width across the arrowhead should be approximately two times the height of the upper-case letters of the principal legend on the sign.

The MUTCD standards include 6 different types of arrows: A, A - Extended, B, C, D, and Down.

- Type A - Extended:** May be used on guide signs where additional emphasis regarding direction is needed relative to the amount of text on the sign.
- Type B:** Used on guide signs on conventional roads when placed at any angle to the side of a single destination or when placed in a horizontal orientation to the side of a group of destinations.
- Type C:** Used on conventional road guide signs placed in advance of an intersection where a turn must be made to reach a posted destination or group of destinations.
- Type D:** May be used on post-mounted guide signs on conventional roads with lower operating speeds if the height of the text is 8 inches or less.

LOCATION PLAN AND MESSAGE SCHEDULE

LOCATION PLAN AND MESSAGE SCHEDULE



LOCATION PLAN AND MESSAGE SCHEDULE

Sign Code	Message	Details
15-1	Lot Name TBD Lot Information TBD	Quantity:1 Latitude 28.25084158535912200 Longitude -82.71841750978275000
15-2	Lot Name Nebraska Avenue Parking Lot Lot Information TBD	Quantity:1 Latitude 28.24922060173448000 Longitude -82.71827610595530000
15-3	Lot Name TBD Lot Information TBD	Quantity:1 Latitude 28.25094980312752000 Longitude -82.71555282026476000
15-4	Lot Name Nebraska Avenue Parking Lot Lot Information TBD	Quantity:1 Latitude 28.24965604735765700 Longitude -82.71827165252023000
15.1-1	Lot Name GLORIA SWANSON LOT	Quantity:1 Latitude 28.25103978860117000 Longitude -82.72087367480017000
15.1-2	Lot Name GLORIA SWANSON LOT	Quantity:1 Latitude 28.25098389140372400 Longitude -82.71981027170737000

Sign Code	Message	Details
15.1-3	Lot Name THOMAS MEIGHAN LOT	Quantity:1 Latitude 28.24961085762980800 Longitude -82.72090046617612000
15.1-4		Quantity:1 Latitude 28.25095689487747000 Longitude -82.71642044021408000
15.1-5	Lot Name GERBEN DEVRIES LOT	Quantity:1 Latitude 28.24986167722089000 Longitude -82.71816198799539000

LOCATION PLAN AND MESSAGE SCHEDULE

Sign Code	Message	Details
15.1-6	Lot Name NEBRASKA AVENUE LOT	Quantity:1 Latitude 28.24935344973454000 Longitude -82.71826368860405000 Notes New Pole 

Sign Code	Message	Details
18-2	Arrow Right	Quantity:1 Latitude 28.25027408580262600 Longitude -82.71950358436732000
18-3	Arrow Right	Quantity:1 Latitude 28.25011356648028700 Longitude -82.71977042425785000
18-4	Arrow Left	Quantity:1 Latitude 28.25023737821733500 Longitude -82.72387589925823000
18-5	Arrow Right	Quantity:1 Latitude 28.24866944388009700 Longitude -82.7275300377047000
18-7	Arrow Right	Quantity:1 Latitude 28.24924692203330400 Longitude -82.71971940950726000
18-8	Arrow Right	Quantity:1 Latitude 28.24905196966701500 Longitude -82.71957165335830000
18-10	Arrow Right	Quantity:1 Latitude 28.25042446479399400 Longitude -82.72087254180984000

Side 1



Side 2

LOCATION PLAN AND MESSAGE SCHEDULE

Sign Code	Message	Details
18.1-1	Side 1 Right Side 2 Left	Quantity:1 Latitude 28.25005106399835600 Longitude -82.72695381396625000
18.1-2	Side 1 Right Side 2 Left	Quantity:1 Latitude 28.24934055584163400 Longitude -82.72450017263719000
18.1-3	Side 1 Right Side 2 Left	Quantity:1 Latitude 28.25011377947246800 Longitude -82.72099786134288000 Notes Existing Pole
18.1-5	Side 1 Right Side 2 Left	Quantity:1 Latitude 28.25023294749113000 Longitude -82.72086344577282000 Notes Existing Pole
18.1-10	Side 1 Right Side 2 Left	Quantity:1 Latitude 28.25013920059525700 Longitude -82.71829511854090000
18.1-11	Side 1 Right Side 2 Left	Quantity:1 Latitude 28.25085532187612400 Longitude -82.71829593828203000 Notes New Pole

Sign Code	Message	Details
18.1-12	Side 1 Right Side 2 Left	Quantity:1 Latitude 28.25023240768029400 Longitude -82.71810014239249000
18.1-13	Side 1 Right Side 2 Left	Quantity:1 Latitude 28.25011272886347800 Longitude -82.71796948655675000 Notes Existing Pole
18.1-15	Side 1 Right Side 2 Left	Quantity:1 Latitude 28.25086841835390000 Longitude -82.71540776278353000 Notes Existing Pole
18.1-16	Side 1 Right Side 2 Left	Quantity:1 Latitude 28.25025940659038400 Longitude -82.71527283205980000
18.2-1	Arrow Up	Quantity:1 Latitude 28.24867176890078500 Longitude -82.72728259746037000
18.2-11	Arrow Right	Quantity:1 Latitude 28.24978622645769700 Longitude -82.72098035078939000

LOCATION PLAN AND MESSAGE SCHEDULE

Sign Code	Message	Details
18-2-15	Arrow Right	Quantity:1 Latitude 28.24918260008031000 Longitude -82.72032155616108000
19-2		Quantity:1 Latitude 28.24950731377623000 Longitude -82.72655292253266000



KMA DESIGN

Innovative Design For Exceptional Spaces

Bid Sheet

Company: _____

Contact Name: _____

Email Address: _____

Mail Address: _____

Phone: _____

Federal Tax ID#: _____

TN Business License #: _____

County and State of License: _____

Bonding Company: _____

Bonding Capacity: _____

It is further understood and agreed by the undersigned in submitting this proposal that the Owner reserves the following rights and privileges:

- A. To accept or reject any or all bids, and/or waive any of the informalities in the bidding.
- B. To reject all items of equipment and materials which do not conform to or exceed these specifications, without altering bid price of this proposal.
- C. To re-bid anytime during the term of the contract.
- D. To award the project in whole or in part.

Note: Bidders shall not add any conditions or qualifying statements to this bid, except as provided herein, as otherwise the bid may be declared irregular as not being responsive to the requirements and specifications provided. Do not separate cost for project management, shop drawings or engineering costs. All items should be included in the unit costs.

The bid scope can be approved either in full or in part, depending on the evaluation of submitted proposals. Partial approval may apply to specific portions of the scope while other elements are deferred, revised, or excluded.

The project may be awarded to multiple fabricators, dependent on qualifications, capacity, and pricing.

Bid Submitted by:

_____ Authorized Signature	_____ Printed Name
_____ Title	_____ Date

			Cost Per Sign*				Total Extended Cost
Sign Type		QTY	Fabrication	Shipping	Installation	Total	
15	Parking Identification (Existing)	4					
15.1	Parking Identification	6					
18	Parking Directional - Single Sided	7					
18.1	Parking Directional - Double Sided	10					
18.2	Parking Directional - Small	3					
19	Parking Sign - Wall Mounted	1					
* Each unit price needs to include all miscellaneous costs including engineering drawings, shop drawings, permitting costs, and project management.		Totals:				Total Extended Cost:	