



BID DOCUMENT:

**EXTERIOR SIGNAGE
FABRICATION AND INSTALLATION
City-Wide Wayfinding
St. Joseph, Michigan**

I. Introduction

A. Overview and Statement of Design Intent

The City of St. Joseph is issuing this bid to identify a qualified architectural signage fabricator who can deliver the fabrication and installation of a custom vehicular and pedestrian wayfinding signage system.

B. Owner

Emily Hackworth
City Manager
City of St. Joseph
700 Broad Street
St. Joseph, MI 49085
ehackworth@sjcity.com
269-983-5541 ext. 349

C. Designer

Corbin Design
415 S. Union Street
Traverse City, MI 49684
Phone: 231 947-1236
Designer: Jeff Frank

- Designer email: jeff@corbindesign.com

Project Manager: Moira O'Polka

- Project Manager email: moira@corbindesign.com
- Project Manager direct number: 231.360.5295

II. Bid Submittal Timeline

A. Bid Submittal

Sealed bids are to be labeled clearly with "Exterior Signage Fabrication & Installation" and submitted on or before **Friday, December 20 by 3 p.m. ET** to the following address:

City Clerk
City of St. Joseph
700 Broad Street
St. Joseph, MI 49085

It is the bidder's sole responsibility to see that its proposal is received in the required time period. The City is not responsible for any errors or irregularities with the delivery



method utilized for submittal of the Proposal. Any proposals received after the closing date and time will be returned unopened.

Two copies of the bid are to be submitted.

Bids shall remain valid for a period of ninety (90) days from submission.

B. Bidding Timeline

December 9, 2024	Questions Due
December 13, 2024	Question Responses Shared
December 20, 2024	Bid form and bid submittals due / Bids Opened
January 13, 2025	Contract awarded

The City seeks to have the majority of signs fabricated and installed by no later than Memorial Day, 2025, with a priority placed on Phase A, as described below.

- Phase A
 - Parking Identification
 - Vehicular Wayfinding
 - Welcome ID
 - Municipal IDs
- Phase B
 - Pedestrian Kiosks

Submittal to the City of the enclosed bid forms will acknowledge Bidder's agreement with this timeline. If Bidder cannot meet the Project Schedule timeline, please note this on the bid form section 1, Bidder's Proposed Schedule for the Work.

III. Bid Package

A. Contents

- 1) Bid Document and Bid Form
- 2) Design intent drawings of each sign type and fabrication specifications
- 3) Sign location plan (for bidding purposes only)
- 4) Sign message schedule (for bidding purposes only)
- 5) Drawing and artwork for sign sample segment

B. Explanation to Bidders

Questions regarding the scope of work to be accomplished may be directed to Emily Hackworth, at ehackworth@sicity.com and Kelly Ewalt at kewalt@sicity.com. Any explanation desired by a Bidder regarding the meaning or interpretation of the bid package must be requested in writing by **December 9, 2024** to allow sufficient time for a reply to reach all prospective Bidders before the deadline for submission of their bid. Any information



given to a prospective Bidder concerning the bid package will be furnished to all prospective Bidders as an addendum.

C. Registration and Addenda

In the event it becomes necessary to modify any part of this Request for Proposal, addenda will be issued to all parties who received the original RFP. Interested parties are encouraged to send an email to ehackworth@sjcity.com and Kelly Ewalt at kewalt@sjcity.com to register their intent to respond to this RFP. All firms expressing interest will be added to the email distribution list and will be notified if additional information related to the RFP is issued.

D. Modification and Withdrawal of Bid

Prior to the bid submittal deadline, any bid submitted may be modified, withdrawn or resubmitted by notifying the City Clerk at clerk@sjcity.com. Withdrawal notices and revised bids shall be submitted in writing and must be received on or before the bid submittal deadline. No bid may be modified, withdrawn, or cancelled by the Bidder, except upon the express permission of the City, unless the award of contract is delayed for more than 90 days.

E. Required Experience

The City requires that all Bidders must have sufficient experience in projects of this type, size and complexity to submit a bid for the project. This includes experience working with Department of Transportation (DOT) with preference for Michigan DOT (MDOT) experience.

Bidders **must** provide the names of three projects of similar scope and size in the field of architectural exterior signage from the past 7 years. Please provide the name of the individual for each project that can discuss the working relationship with your company, together with their address, telephone number and a brief description of the project. The City or Designer may elect to contact these individuals as part of its evaluation of the bid.

The City plans to award a contract for these services to the best-qualified firm. Each firm will be considered and ranked by a Selection Committee based upon the criteria listed herein.

This process does not obligate the City to award a contract, or pay any cost incurred in the preparation of the firms responding to this request. The City reserves the right to accept or reject any or all statements received as a result of this request. All information submitted in response to this request will become the property of the City.

Please be aware that it is the City's policy to not compensate for any time or expenses incurred during the selection and negotiation processes.

The City shall have the right to waive any informality or irregularity in any bid(s) received and to accept the bid(s) which, in its judgment, is in its own best interests. The City reserves the right to reject any and all bids for any reason.

The criteria the City will use in evaluating the bids are as follows (listed in no particular order of priority):



- Reputation of the firm in completing past work (references);
- Demonstrated understanding of the project;
- Demonstrated ability to successfully implement a program with underground utility conflicts;
- Staffing and manufacturing capabilities;
- Review of sample shop drawings and sample keystroking documents;
- Quality, appearance and adherence to the specifications of the sign sample submitted;
- Bidder's schedule for the work;
- Unit sign cost; and
- Total project cost.

F. Familiarity with Project Premises and Conditions

Prior to submitting a bid, the Bidder is invited to inspect the work site and its surroundings. Although the Bidder is not required to make such an inspection before bidding, for the purposes of the contract it shall be conclusively presumed that by failing to make such an inspection, the bidder has waived the right to later claim extra payment or time extensions for conditions which would have been evident had the site been inspected.

G. Taxes (Delete this section if not applicable)

This facility is exempt from all federal excise tax and state sales and use taxes. However, depending upon the situation, the Bidder may not be exempt from said taxes, and the City is making no representation as to any such exemption.

IV. Submittal Requirements

A. Bid Submittals

All bid submittals items shall be sent, as directed below, to the City Clerk at the above address. The following items are required:

1. Bid Form

Bid Form, including the proposed schedule for the work.

2. Typical Existing Shop Drawing

Detailed shop drawing for a previously fabricated sign that is similar in construction to G-2, 4" Vehicular Guide Sign. Shop drawing shall reflect the method of fabrication and materials used, mounting techniques and hardware, internal construction and illumination if necessary, and any base and below-grade details required.

3. Graphic layout proofs

A sample proofing document, you have created for a previous project, with final production message and graphic layouts for a sign similar in type to the Vehicular Guide sign types. Graphic layouts are to be in-position composition proofs. Graphic layouts are to be production art files scaled, not full sized.

4. Bid Bond



The bid must be accompanied by a bid bond, which shall not be less than 10% of the bid. No bid will be considered unless it is accompanied by the required guaranty. The bid bond shall ensure the execution of the bid and award by the successful Bidder.

5. Sign Sample

One physical sample sign segment is to be prepared by the Bidder, per the drawing and artwork provided, and will be reviewed by both the City and the Designer. This sample is to accurately reflect how the Bidder will fabricate the system.

The successful Bidder will be expected to fabricate all signage using identical craftsmanship demonstrated in the sign sample submitted or as approved by the Designer. **Note: *submittals without the requested sample may be rejected.***

V. Award of Contract

A. Documents Provided to Successful Bidder

The following is a list of the Project Documents that will be provided to the successful Bidder by the Designer.

1. A PDF of the Design Intent Drawings for each sign type, created in Adobe Illustrator. (Outlined ai. files available upon request).
2. A PDF file of the Sign Message Schedule.
3. PDF files of the Sign Location Plan(s).

B. Contractual Relationship

Once the City selects a Successful Bidder, the primary contractual relationship will be between the City and the Successful Bidder. Corbin Design will continue to work with the Successful Bidder throughout fabrication and installation to protect the design intent and to assure faithful implementation of the wayfinding system as designed.

The contents of this bid document and the bidder's proposal, as submitted and/or modified, shall become contractual obligations in the contract to be executed by the authorized contracting agents of both parties.

C. Default

The City may at any time, by written notice to the successful Bidder, terminate this contract and the successful Bidder's right to proceed with the work, for just cause, which shall include, but is not limited to the following:

- 1) Failure to provide insurance and bonds (when called for), in the exact amounts and within the time specified or any extension thereof.
- 2) Failure to make delivery of the supplies, or to perform the services within the time specified herein, or any extension thereof.
- 3) The unauthorized substitution of articles for those bid and specified.



- 4) Failure to make progress if such failure endangers performance of the contract in accordance with its terms.
- 5) Failure to perform in compliance with any provision of the contract.
- 6) Standard of Performance – the successful Bidder guarantees the performance of the commodities, goods or services rendered herein in accordance with the accepted standards of the industry or industries concerned in this bid package, except that if this specification calls for higher standards, then such higher standards shall be provided.

Upon notice by the City of the successful Bidder's failure to comply with such standards or to otherwise be in default of this contract in any manner following the award of contract, the successful Bidder shall immediately remedy said defective performance in a manner acceptable to the City. Failure by the successful Bidder to immediately correct said defective performance shall be considered a breach of this contract and grounds for termination of the successful Bidder by the City.

In the event of any breach of this contract by the successful Bidder, the successful Bidder shall pay any cost to the City caused by said breach including but not limited to the replacement cost of such goods or services.

The City reserves the right to withhold payment until any defects in performance have been satisfactorily corrected.

- 7) All remedies available to the City herein are cumulative and the election of one remedy by the City shall not be a waiver of any other remedy available to the City.

D. Independent Contractor

At all times, the successful Bidder, any of his/her employees, or his/her subcontractors and their subsequent employees shall be considered independent contractors and not as employees of the City. The successful Bidder shall exercise all supervisory control and general control over all workers' duties, payment of wages to successful Bidder's employees and the right to hire, fire and discipline their employees and workers. As an independent contractor, payment under this contract shall not be subject to any withholding for tax, social security or other purposes, nor shall the successful Bidder or his/her employees be entitled to sick leave, pension benefit, vacation, medical benefits, life insurance or workers' unemployment compensation or the like from the City.

E. Guaranty

The successful Bidder shall furnish a performance bond secured by a guaranty or a surety company listed in the latest issue of the U.S. Treasury, circular 570, written in favor of the City, and licensed for business in the State of Michigan. The amount of such bond shall be within the maximum amount specified for such company in said circular 570. The bonds shall be accompanied by a power of attorney showing authority of the bonding agent to sign such bonds on behalf of the guaranty or surety company. The cost of the bonds shall be borne by the successful Bidder.



Failure of the successful Bidder to supply the required bonds within fifteen (15) days after award of contract, or within such extended period as the City may agree to, shall constitute a default and the City may either award this contract to the next most qualified Bidder, or begin a new bidding process.

1. Performance Bond – A performance bond shall be furnished in the full amount of the contract ensuring the City of faithful performance of all the provisions of the contract, and the satisfactory performance of any equipment required hereunder. The bond shall also ensure the City against defective workmanship and/or materials.

VI. Project Submittal Requirements

A. Pre-fabrication Submittals

Upon award of contract, the successful Bidder must submit a copy of the following items to the City and Designer for their review and approval, prior to fabrication proceeding:

1. A Project Schedule of Work must first be submitted, prior to the development of the following pre-fabrication submittals. This schedule must be maintained and updated by the fabricator throughout the duration of the project.
 - a. Include all pertinent dates and milestones such as submittal delivery dates, required approval dates, fabrication dates and installation dates;
 - b. Include all lead times for materials and third-party supplied items;
 - c. Include dates for when any provided artwork will be required, i.e. graphics, inserts, maps, directories, murals, etc.
 - d. Allow a minimum of 15 business days for City Representative and Designer review with at least one round of revisions;
 - e. Include submittal delivery dates;
 - f. Throughout the duration of the project, the fabricator is required to maintain and update the schedule of work, submitting weekly.
2. Detailed engineered shop drawings for each sign type are to be submitted as electronic PDF no larger than 11"x 17" and packaged as single document. Final Shop Drawings are to be stamped by an Engineer licensed in the state of Michigan. The shop drawings for each sign type shall illustrate/describe the following:
 - a. Elevations and cross sections – front, sides, top and back (if necessary); side sections; internal structure section/details; enlarged details such as of extrusions, push-through letter mounting, mounting plate, etc.; with all final dimensions and call-outs for:
 - Components – construction details/information related to individual elements
 - Materials – color, type, gauge, and thickness (including substrates and overlays)
 - Finishes – color, type of product, manufacturer, and sheen
 - Fonts, graphics specifications and message fields



- b. Exploded view – isometric view with components, materials, and finishes.
 - c. Cross-section of corners – one illustration for each corner condition. Items to be illustrated: seams, joints, layers, internal support and fasteners.
 - d. Mounting/installation details – provide foundation cross-sections (including hardware), bracket/post details, elevations, materials, finishes and fasteners.
 - e. Engineering for wind load
 - f. Removable panels (where applicable)
 - g. Identify any dimensional or other changes in the overall sign required by virtue of the fabrication materials, techniques and/or engineering.
3. Three (3) samples of each material (paint, vinyl, acrylic, veneer, masonry, metal, etc.) to be used on the sign using actual substrate materials. One sample will be returned, one sent to the City and one kept in the Designer's records.
 4. A Graphic Layout proofing document of final production for all sign messages to verify line breaks, character and word spacing, and interline spacing. The proofs are to be scaled production art files, not full sized. Each layout is to be identified with the sign number and sign type.
 5. **Weekly status reports to the City and Designer of the project schedule detailing fabrication and installation progress and the expected completion date.**

B. After-installation Submittals

1. Warranty documentation, product cut sheets, maintenance instructions and manuals for all sign components (lighting, paint, etc.), along with amended as-built shop drawings, as-installed sign location plans and approved graphic layout documents shall be supplied by successful Bidder to City upon completion of inspection and punch list items.

VII. Fabrication and Installation

A. Quality Assurance

The materials, products, equipment and performance specifications described within the fabrication specifications and design intent drawings, establishes a high quality standard of function, dimension, appearance, performance, and quality. It is the responsibility of the Successful Bidder to meet or exceed such standards.

The successful Bidder affirms that their workmanship be of the highest quality obtainable by the respective trades and crafts experienced in the fabrication of architectural signs.

B. Subcontractors

1. If the successful Bidder will use a subcontractor to perform signage installation, the successful Bidder must provide a company representative to act as an on-site supervisor to oversee this work (see also section titled "Independent Contractor").



2. The successful Bidder will be responsible for any work they've subcontracted, as if they had performed that work themselves.

C. Demolition / Removal

The successful Bidder is responsible for the removal and disposal of certain signs as identified in the demolition report (see design intent drawings). The successful Bidder and subcontractors shall at all times keep the City's premises and the adjoining premises, driveways and streets clean of rubbish caused by the demolition operations, and at the completion of the work shall remove all rubbish, tools, equipment, temporary work and surplus materials, from and about the premises, and shall complete the installation such that replacement and finishing of sidewalk/paving surround is complete and ground cover is replaced. All rubbish and debris shall be disposed of off-site in an approved sanitary landfill. Job site shall be left safe, neat and clean at the completion of each day's operation. The successful Bidder shall be responsible for repairing or correcting damage caused by their subcontractors.

D. Site Safety and Restoration

During the installation period, successful Bidders and subcontractors are responsible for their own safety, and are expected to maintain a safe environment for pedestrians. Successful Bidders and subcontractors are to keep the City's premises and the adjoining premises, driveways and streets clean and clear. Job site shall be left safe, neat and clean at the completion of each day's operation. Successful Bidders and subcontractors are also expected to temporarily maintain old signs in order to continue their directional and identification functions, as well as to maintain signage that meets MUTCD standards during the installation period. At the completion of work, successful Bidder and subcontractors shall remove all rubbish, tools, equipment, and surplus materials, from and about the premises, and shall leave the site as originally found. Successful Bidder shall be responsible for repairing or correcting damage to other contractors' work resulting from successful Bidder's work.

E. Inspection

It is required that the successful Bidder schedule, then complete, a walk through with the City/Designer immediately following installation to identify any errors, such as construction or installation issues. Such errors are to be corrected in a timely manner, and to the satisfaction of the City.

1. The City reserves the right to conduct an inspection and Punch List Report of the work. The City may contract with the Designer to conduct this task.

VIII. Warranty

A. Signage Warranty

The successful Bidder is to provide a written five (5) year full replacement warranty to the City that all signs will be free of defects due to craft work including, but not limited to:

- 1) Bubbling, chalking, rusting or other disintegration of the sign panel, graphics or of the edges
- 2) Corrosion appearing beneath paint and vinyl surfaces, on sign panels, brackets, posts or other support assemblies (except as an obvious result of vandalism or other external damage)



- 3) Corrosion of fasteners
- 4) The assemblies not remaining true and plumb on their supports.
- 5) Peeling, delamination or warping (“oil canning”)
- 6) Repair and reinstallation of signage due to failed mountings

Successful Bidder shall also extend in writing to the City all manufacturers’ warranties for materials and components used within the signs. It is the Successful Bidder’s responsibility to obtain extended 5-year manufacturer warranties on all paint and powder coat applications.

B. Repair or Replacement

Without additional cost to the City, the successful Bidder shall repair or replace, including installation, any defective signs or hardware which develop during the warranty period and repair any damage to other work due to such imperfections. The successful Bidder will be required to fully replace all signs that are in error relative to the working documents (sign message schedule and sign type drawings) that will be submitted to the successful Bidder upon award of contract.

IX. Insurance.

During the term of the services provided as part of this RFP, the successful bidder must procure and maintain the following insurance with carriers acceptable to the City and admitted to do business in the State of Michigan, and provide proof of the same to the City:

Worker’s Compensation Insurance, including employers’ Liability coverage, in accordance with Michigan law.

Commercial General Liability Insurance on an “Occurrence Basis” with limits of liability not less than \$1,000,000 per occurrence and aggregate for Combined Single Limit Personal Injury and Property Damages, and shall include Broad Form General Liability coverage.

Motor Vehicle Liability Insurance, including Michigan No-Fault coverages, with limits not less than \$1,000,000 per occurrence combined single limit for bodily injury and property damage. Coverage shall include all owned vehicles, non-owned vehicles, and hired vehicles.

Professional Liability Insurance in an amount no less than \$1,000,000 per occurrence and aggregate. If the policy has a claim made form, the successful bidder shall be required to keep the policy in force, or purchase “tail” coverage, for a minimum of 3 years after the termination of the agreement.

The Commercial General Liability Insurance shall include an endorsement stating the following shall be **Additional Insureds**: The City of St. Joseph, all elected and



appointed officials, all employees and volunteers, agents, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof.

The coverage afforded by the successful bidder will be considered to be primary and any other insurance the City may have in effect shall be considered secondary and/or excess. The stated insurance requirements shall not be interpreted to limit the liability of the successful bidder. Coverage shall be maintained throughout the term of the agreement.

All insurance shall include an endorsement that contains a 30-day advance written notice of cancellation to the City Manager, City of St. Joseph, Michigan, 700 Broad Street, St. Joseph, Michigan 49085.

X. Nondiscrimination.

The successful bidder shall not discriminate in employment, accommodations, or services because of race, color, religion, national origin, age, sex, sexual orientation, gender identity, height, weight, marital status, or because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Breach of this covenant may be regarded as a material breach of the Agreement.

XI. Bid Form and Definition

A. Bid Form

A bid form is provided with this document. Quantities shown on the bid form should be close to the final quantities but are provided for bid purposes only. It will be the successful Bidder's responsibility to verify the final counts.

B. Cost Per Unit

A unit cost price is required to enable the City to purchase and install additional signs within the next calendar year at the same price. Also, if the number of signs purchased initially increases or decreases, the unit cost provided shall be the basis for any cost adjustments.

C. Subsequent Year Pricing

City may need to purchase additional sign(s) in the next 2 – 3 years. Filling out the Bidder's Statement of Subsequent Year Pricing, at the end of this document, will help the City budget and plan accordingly and is considered to be binding on the Bidder.

BID FORM

Date: _____

To:

From: _____ (name of Bidder)
_____ (address of Bidder)
_____ (phone number of Bidder)

For: *City of St. Joseph, Michigan - Vehicular and Pedestrian Wayfinding Phase 1*

The undersigned, having familiarized themselves with project conditions and having examined and become fully cognizant of the bid package and all addenda subsequently issued, hereby agrees to furnish all labor, materials, equipment, appliances, fixtures, and incidentals required by the bid package for the construction of the aforementioned project, and to conform to requirements as set forth in the bid package for the amounts set forth in this bid form. The signing of this document and award of contract or purchase order will signify complete understanding by the awarded Bidder of all items detailed in this bid package. The particular items noted herein, detailing fabrication, installation, product and fabricator performance, are understood to be part of any contract(s) from Owner.

Pursuant to the requirements as specified, the undersigned submits the following base bid, which includes all applicable taxes (if any), overhead, and profit.

ADDENDA:

Please acknowledge all addenda received.

Addendum number: _____	Dated: _____
Addendum number: _____	Dated: _____
Addendum number: _____	Dated: _____
Addendum number: _____	Dated: _____

DESIGN INTENT PACKAGE:

By initialing here, the Bidder is acknowledging review, understanding and acceptance of the information and specifications provided in the Design Intent Package.

Bidder's Initials _____

Name and Company _____ Date _____

Signed _____ Date _____



WAYFINDING SIGNAGE DESIGN INTENT DRAWINGS

August 2024

corbindesign.com | 415 S Union, Second Floor, Traverse City, MI 49684 | info@corbindesign.com | (231) 947-1236

All ideas, designs, represented by these drawings are owned by, and property of **The City of St. Joseph** and **Corbin Design** and were created, evolved and developed for use in connection with **The City of St. Joseph** and its entities. None of these ideas, designs, arrangements or plans shall be used by or disclosed to any person, firm or corporation for any purpose without the written permission of **The City of St. Joseph** and **Corbin Design**.

CORBIN
DESIGN

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COLOR PALETTE



Pantone®:	2215	7546	7623	2171	White	--
Matthews Paint:	MP14212	MP29447	MP16091	MP02896	MP27386	--
Oracal Series 951 Opaque Vinyl:	--	--	--	--	--	--
Oracal Series 8500 Translucent Vinyl:	--	--	--	--	--	--
Oracal Series 5700 Reflective Vinyl:	--	--	--	--	--	--

* All paint finishes to have Matthews Paint 290228SP Super Satin Clearcoat (or equivalent) for the following benefits: 10-Year chalk resistance, Superior UV resistance, Exceptional gloss retention, Mar and abrasion resistant, Dirt-shedding.

TYPOGRAPHY

Clearview Hwy - 1w

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890

Minion Variable Concept - Bold

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890

Minion Variable Concept - Semibold

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890

Breuer Text - Regular

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890

Breuer Text - Bold

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890

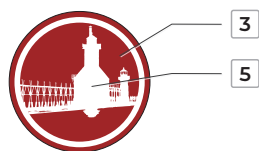
The fonts used for this project were selected specifically for this project by the Designer and Owner. No substitution of any other typefaces may be made. Under no circumstances are typefaces to be electronically distorted ("squeezed" or "extended") for purposes of fitting to the specified sign or general alteration of the sign face composition unless noted in the drawings. This includes (but is not limited to) stretching, squeezing, tilting, outlining or shadowing.

ARTWORK

*It's recommended the registered trademark symbol not be used on signage because of its limited legibility and fabrication complications.

ST. JOSEPH 3

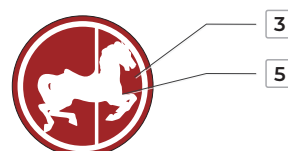
A



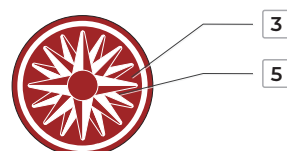
B



C



D



E

Typesetting Examples:

Apostrophe: Don't use inch mark

Visitor's -Visitor's-
CORRECT INCORRECT

Tracking: the horizontal spacing between a range of letters or characters.

Tracking: -100 TRACKING Cap Height
Tracking: 0 TRACKING Leading
Tracking: 100 TRACKING Leading

Cap height: Height of a capital letter that is flat, such as H, I or T.
Leading: the vertical distance between two baselines of type.

Ligatures: When two or more letters are joined to form a single glyph. Turn them off.

Office -Office-
CORRECT INCORRECT

SYMBOLS / ICONS



Arrow



Parking

Symbol Meaning

[P]

Appears in Sign Message Schedule

Graphic Standards

Color, Materials, Logo, Typography

Fabricator is responsible for matching all colors and materials as specified and are required to provide the Owner color and material samples for approval.

CAUTION!
CONSISTENT AND ACCURATE COLOR REPRODUCTION IN THIS DOCUMENT CANNOT BE ASSURED DUE TO THE LIMITATIONS OF COLOR COPYING TECHNOLOGY.

The Coated Pantone Matching System®, Akzo Nobel Paint system and Matthews Acrylic Polyurethane are used for specifying signage color matches. (In the absence of actual sign material color chip reference sets, actual specified product color swatches should be referenced for color matching.)

Shown here are approximations of the primary signage background colors and supporting accent colors. Actual color finishes on signage must be matte or low luster (not shiny or glossy) and exclusively a premium acrylic polyurethane. Except for the high gloss anti-graffiti coating (Sikkens LV Anti Graffiti Clear).

Signage paints produced by Matthews Paint and Akzo Nobel Paint Company are to be the standard reference.

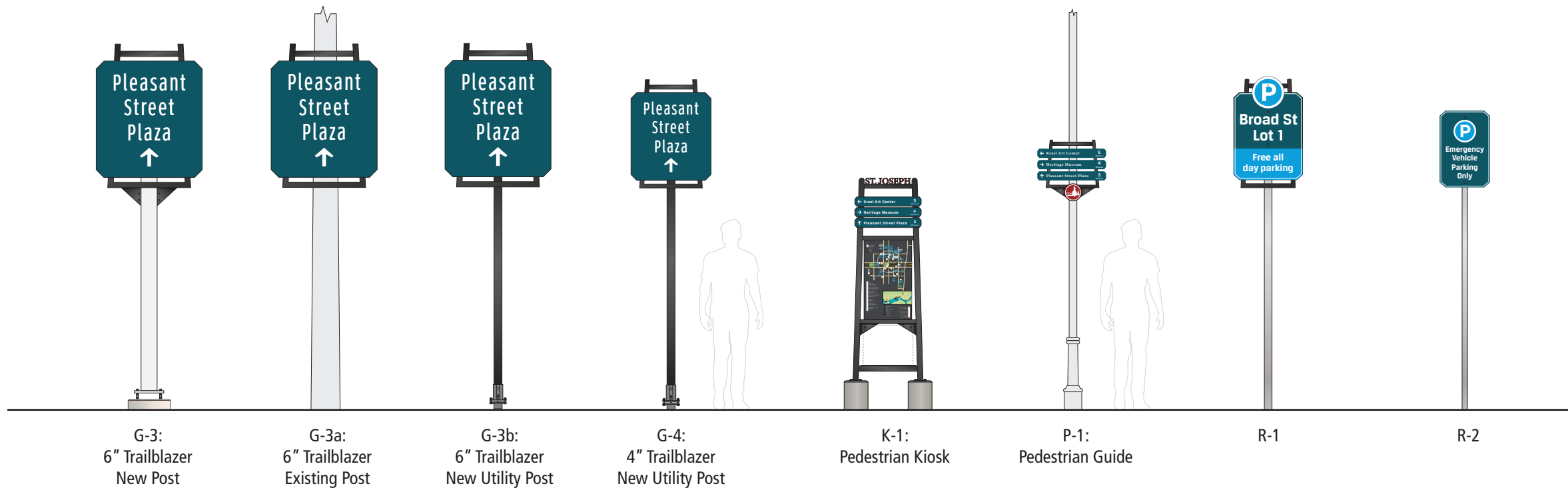
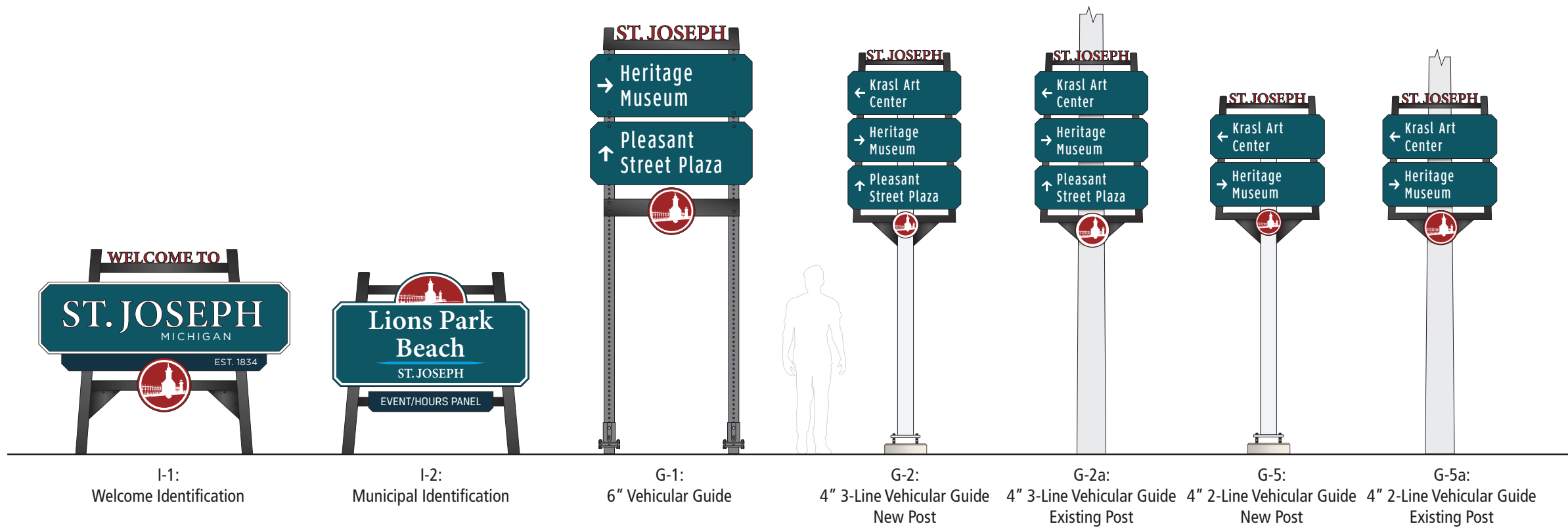
If vinyl films are required, 3M or Oracal are to be the standard.

Color application varies per sign type. Refer to specific design intent drawings for application details.

DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



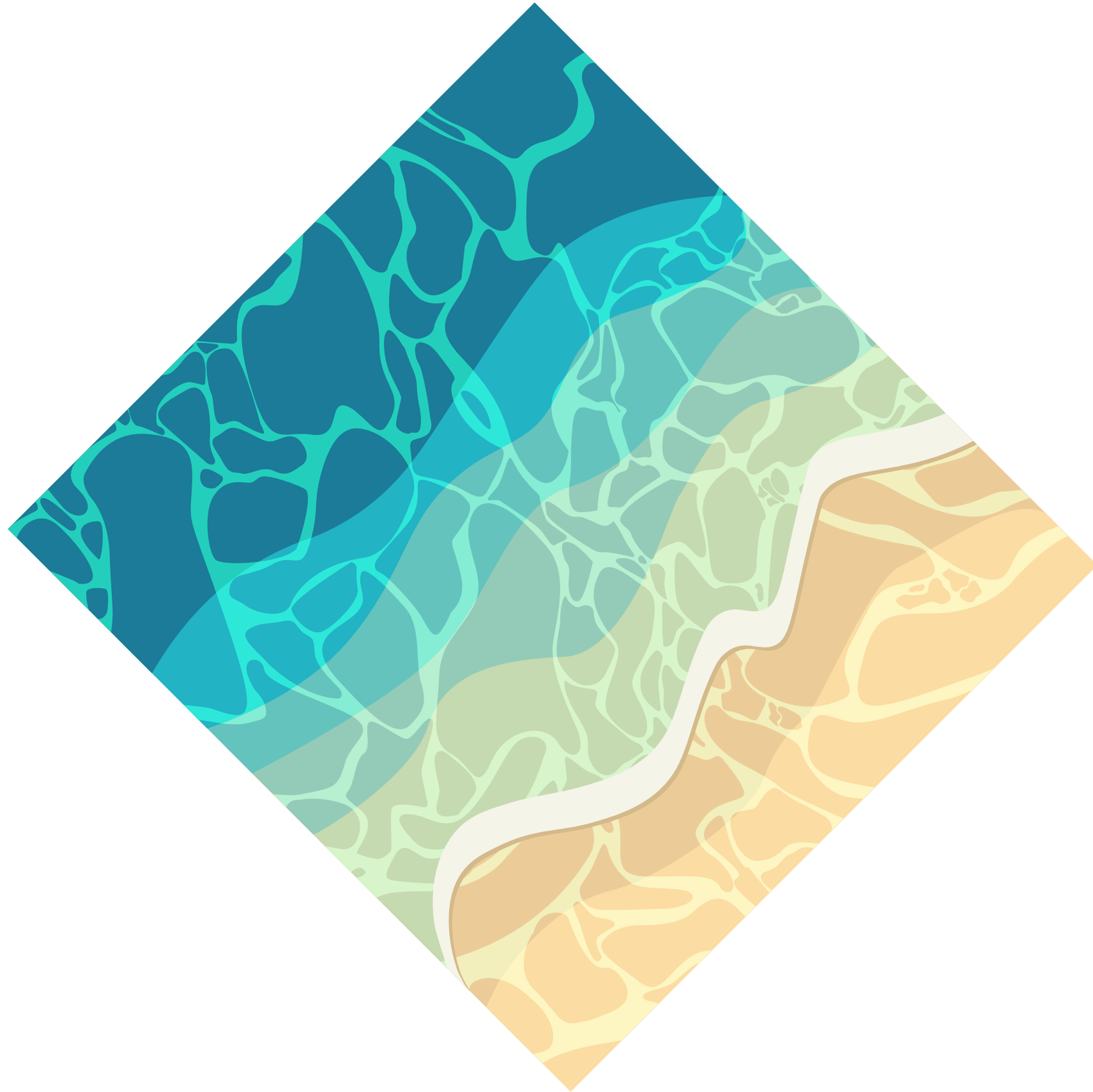
415 S Union, 2nd Floor
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(231) 947-1236



DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



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



DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



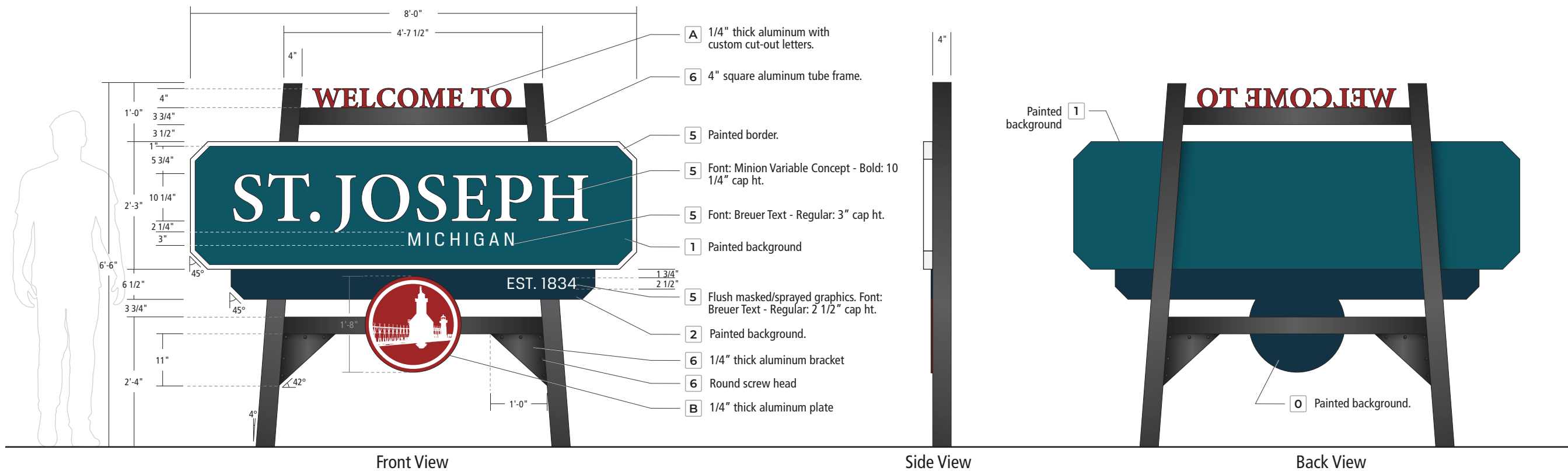
415 S Union, 2nd Floor
Traverse City, MI 49684
(231) 947-1236

COLORS

- 1  Lake Blue
- 2  Deep Blue
- 3  Roof Red
- 4  Parking Blue
- 5  White
- 6  Lighthouse Steel



Top View



Scale: 1/2" = 1'

DATE	DESCRIPTION
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01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



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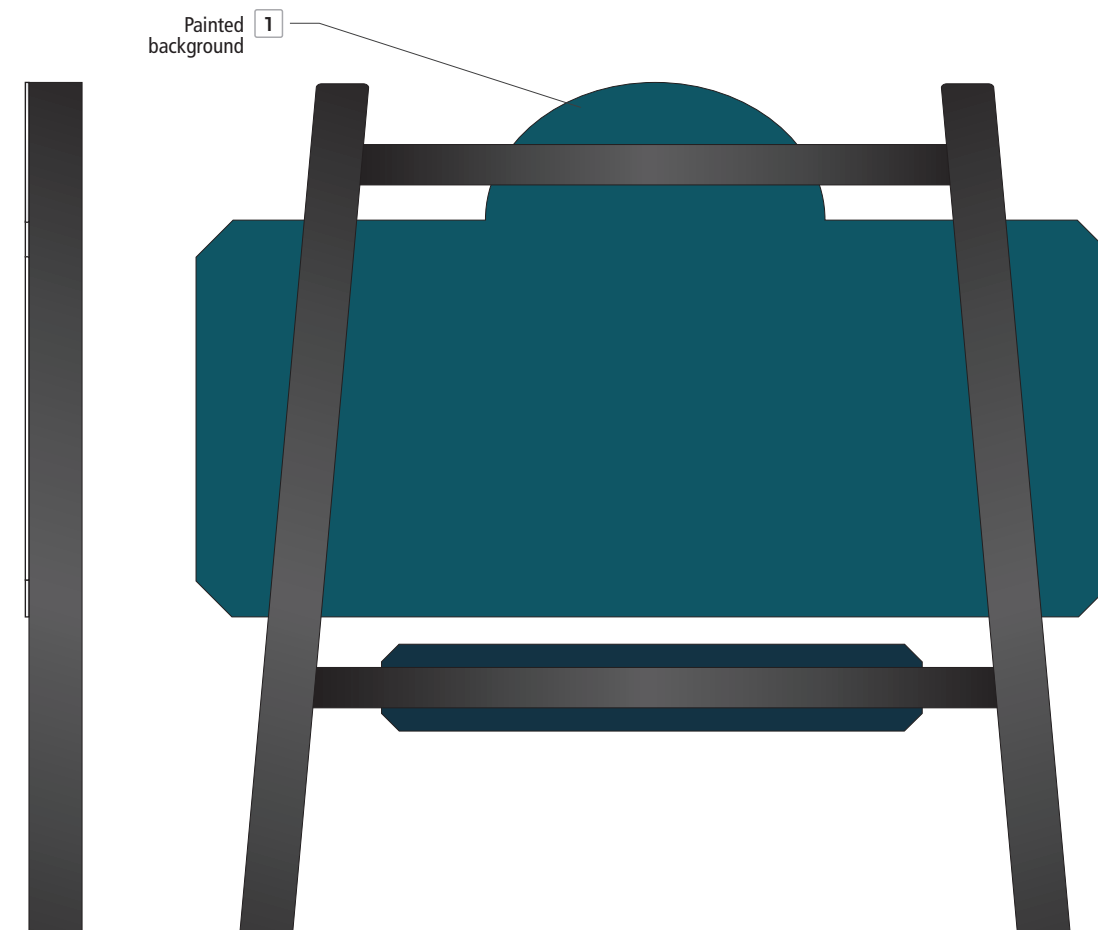
Alternate Double-sided Back View

COLORS

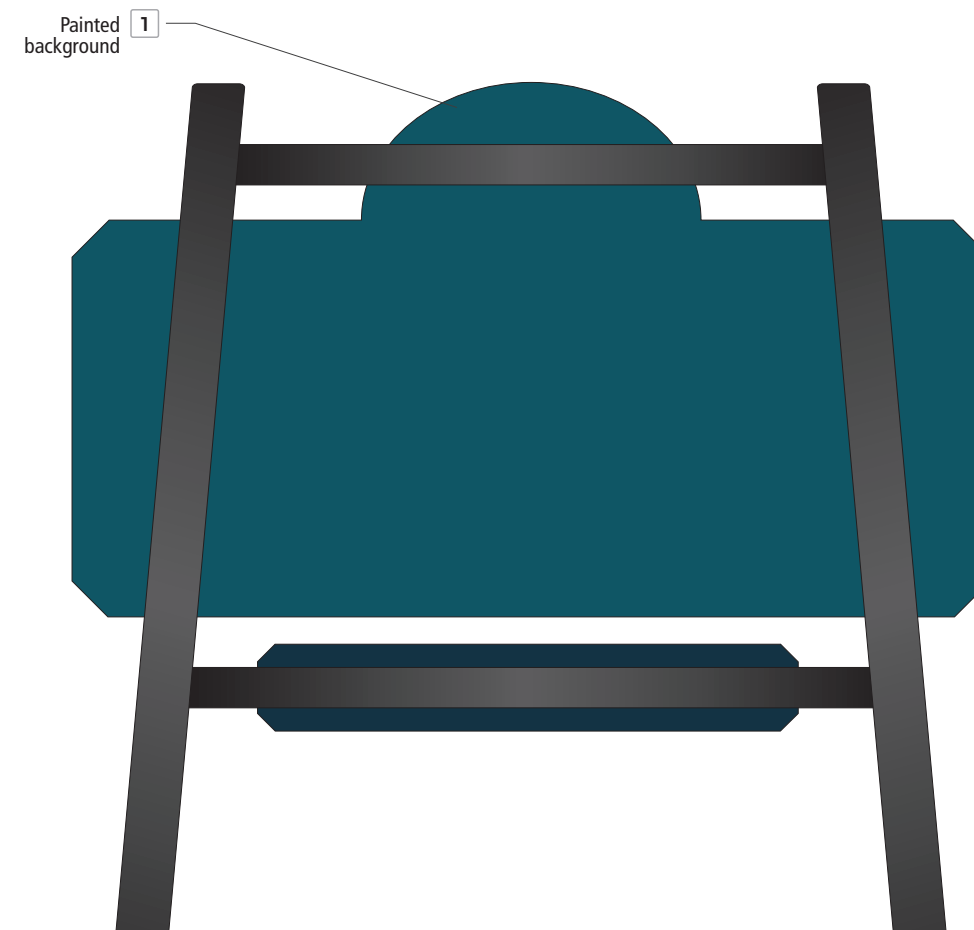
- 1 Lake Blue
- 2 Deep Blue
- 3 Roof Red
- 4 Parking Blue
- 5 White
- 6 Lighthouse Steel



Front View



Side View



Back View

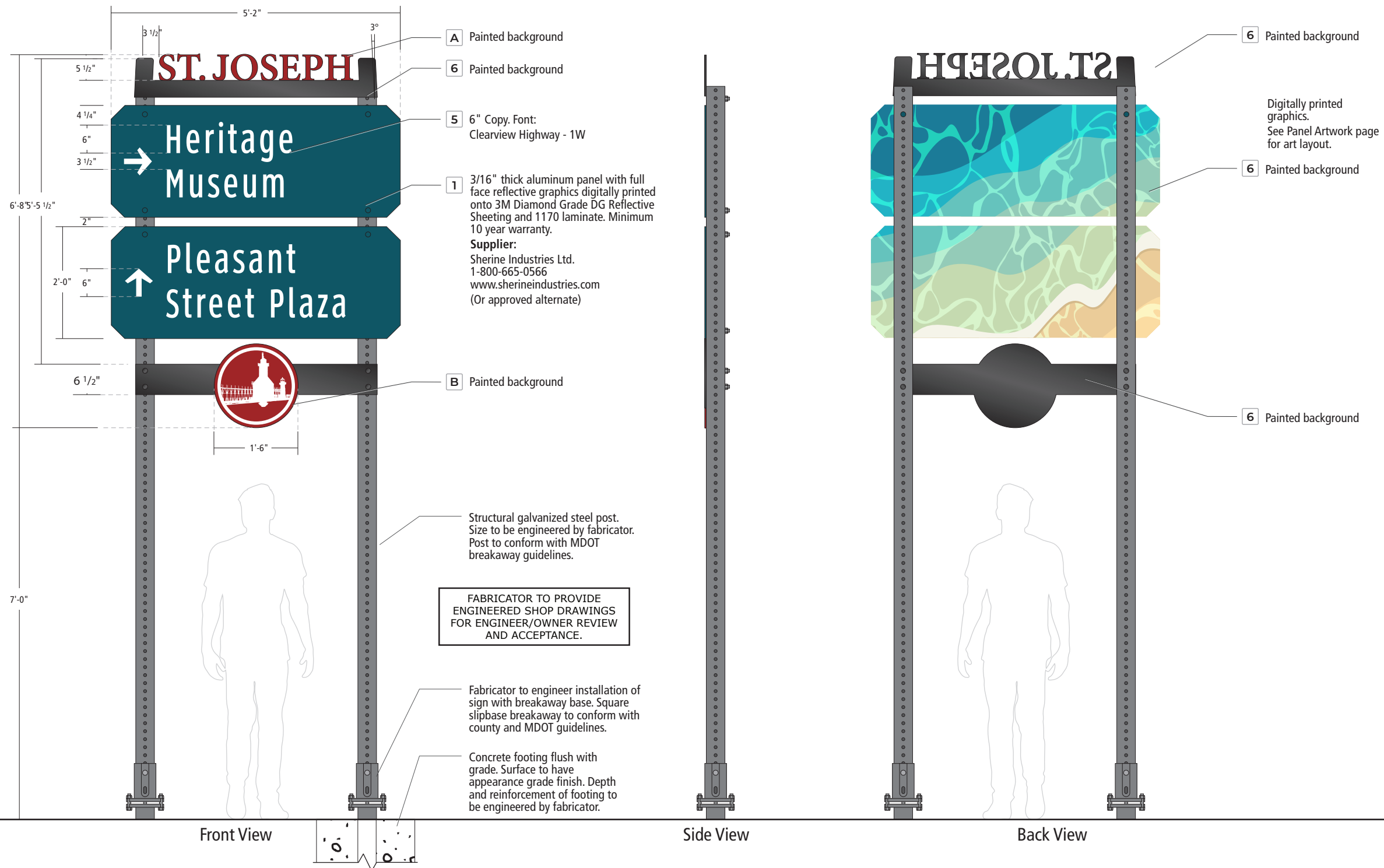
- 6 4" square aluminum tube frame.
- 3 Painted aluminum panel.
- 1 Painted aluminum panel.
- 5 1/4" border.
- 5 Flush masked/sprayed graphics. Font: Minion Variable Concept - Semibold: 7" cap ht.
- 4 1/2" rule line
- 2 Font: Breuer Text - Regular: 3" cap ht.
- 2 OPTIONAL PANEL

Scale: 3/4" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



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COLORS

- 1 Lake Blue
- 2 Deep Blue
- 3 Roof Red
- 4 Parking Blue
- 5 White
- 6 Lighthouse Steel

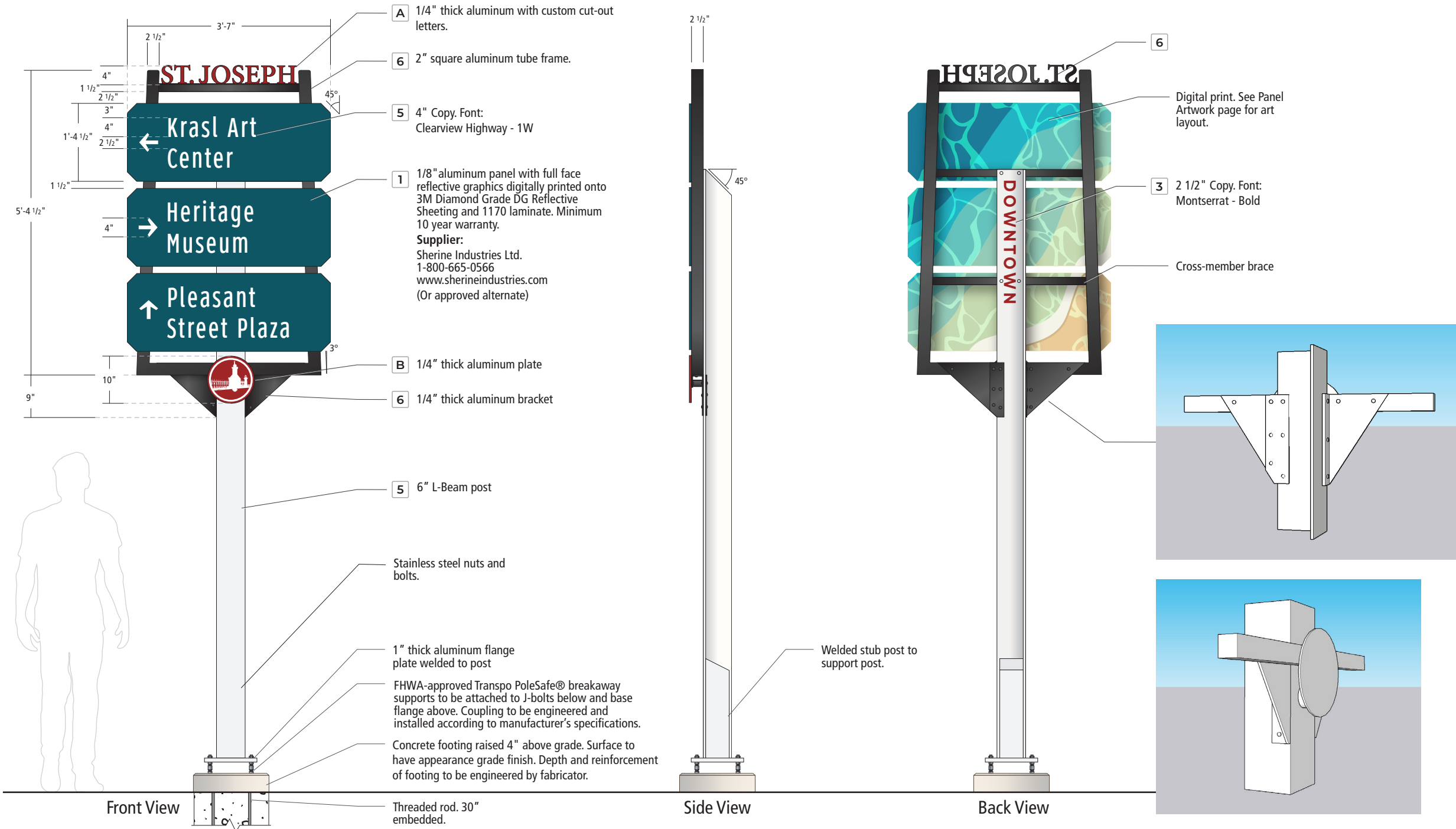
Scale: 1/2" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



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G-2
4" 3-Line Vehicular Guide -
New Post



COLORS

- 1** Lake Blue
- 2** Deep Blue
- 3** Roof Red
- 4** Parking Blue
- 5** White
- 6** Lighthouse Steel

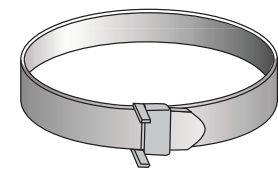
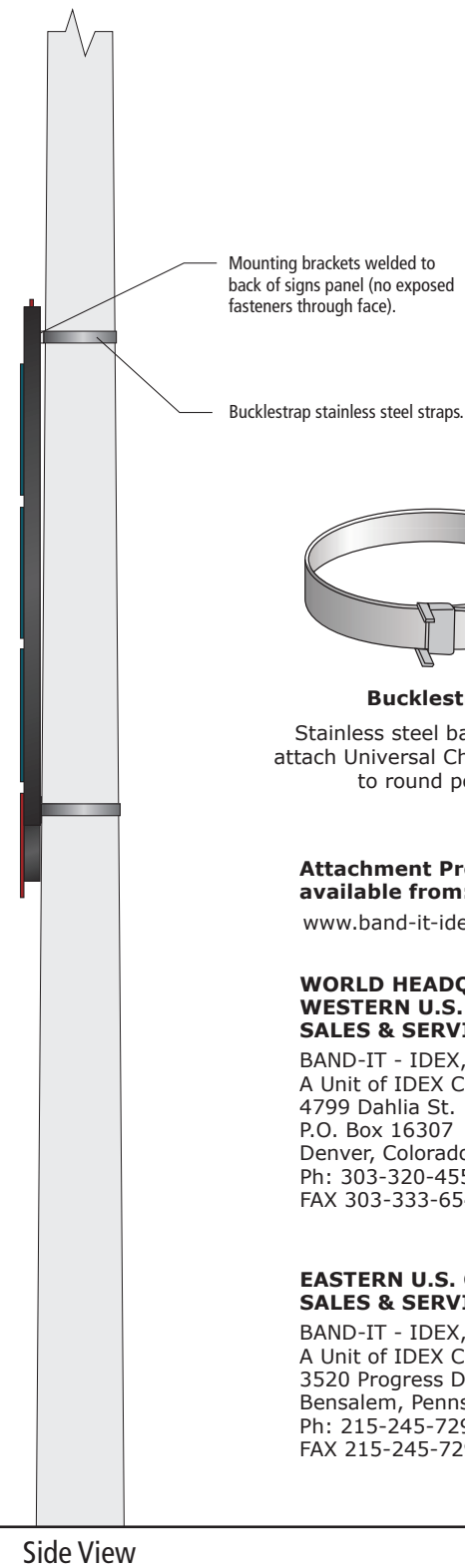
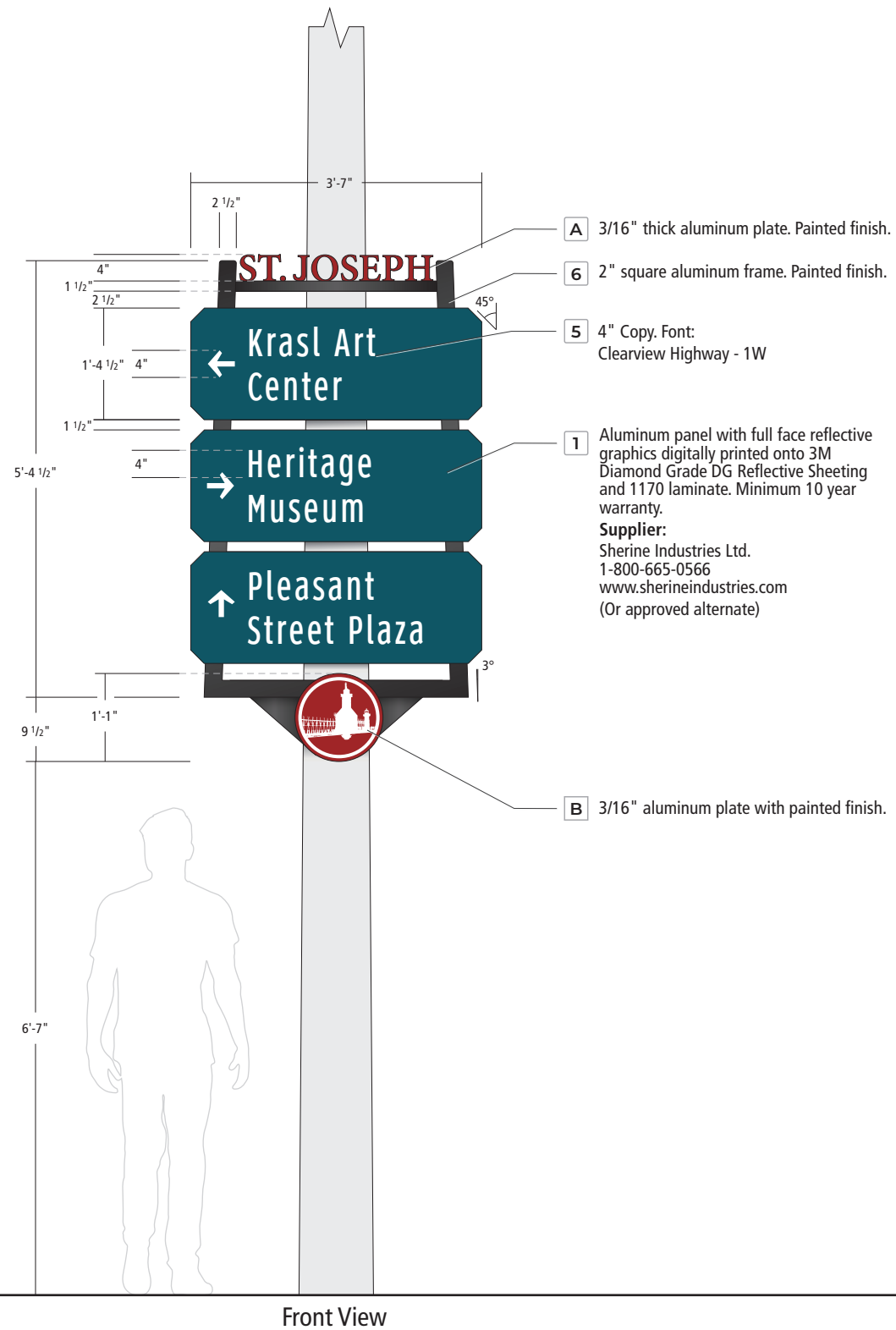
Scale: 1/2" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
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05/10/24	Revisions
08/22/24	Revisions



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G-2a
4" Vehicular Guide - Existing Post

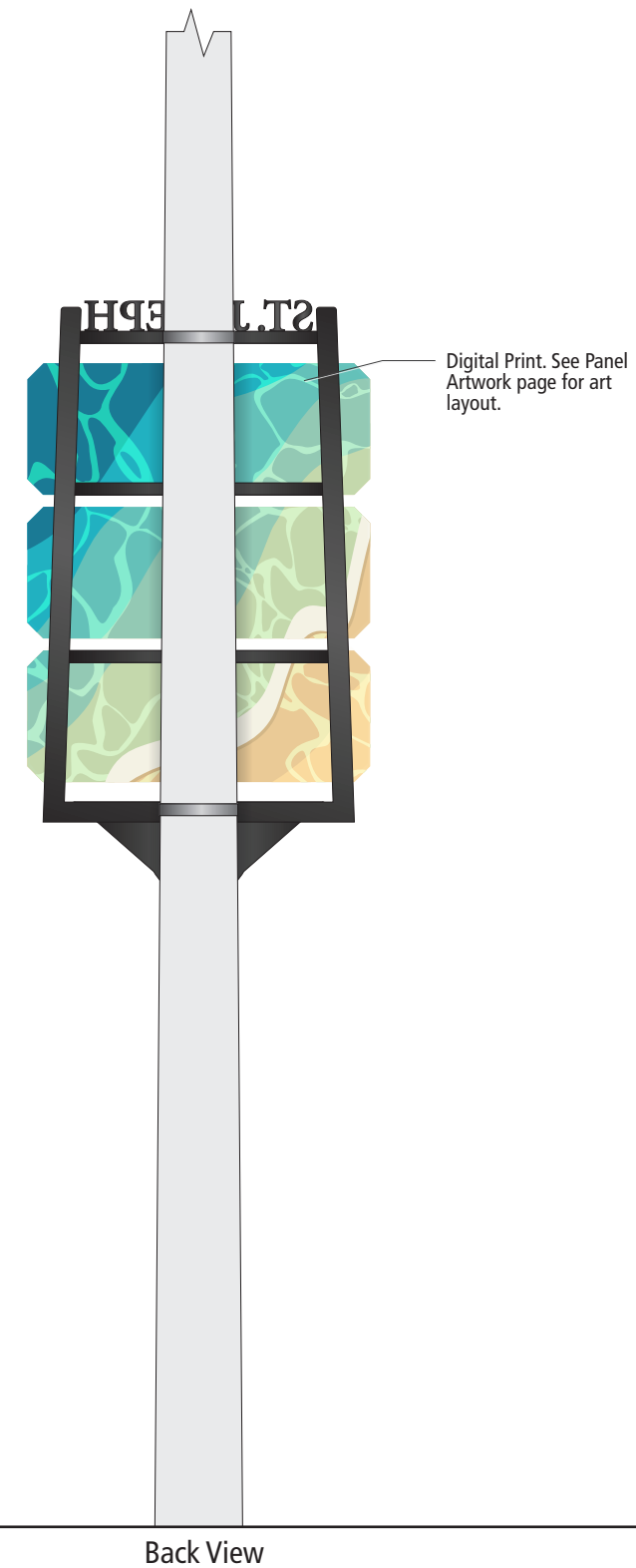


Bucklestrap
Stainless steel band. Use to attach Universal Channel Clamp to round posts.

Attachment Product available from:
www.band-it-idex.com

WORLD HEADQUARTERS & WESTERN U.S. CUSTOMER SALES & SERVICE CENTER
BAND-IT - IDEX, INC.
A Unit of IDEX Corporation
4799 Dahlia St.
P.O. Box 16307
Denver, Colorado 80216-0307
Ph: 303-320-4555
FAX 303-333-6549

EASTERN U.S. CUSTOMER SALES & SERVICE CENTER
BAND-IT - IDEX, INC.
A Unit of IDEX Corporation
3520 Progress Drive
Bensalem, Pennsylvania 19020
Ph: 215-245-7290
FAX 215-245-7291



COLORS

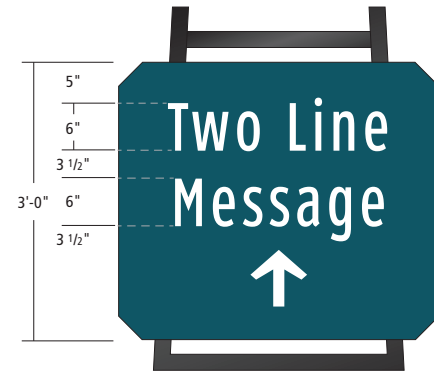
- 1** Lake Blue
- 2** Deep Blue
- 3** Roof Red
- 4** Parking Blue
- 5** White
- 6** Lighthouse Steel

Scale: 1/2" = 1'

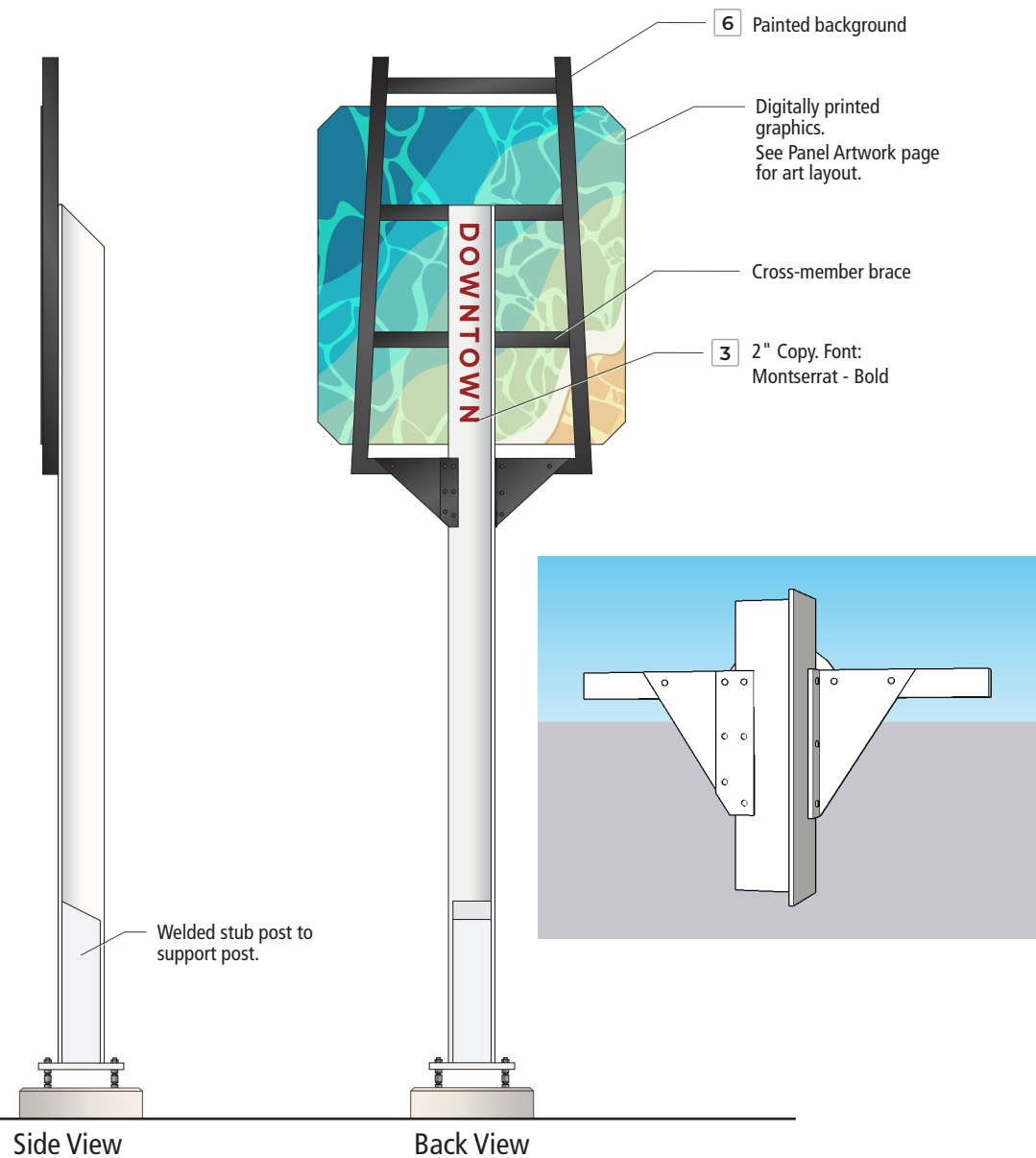
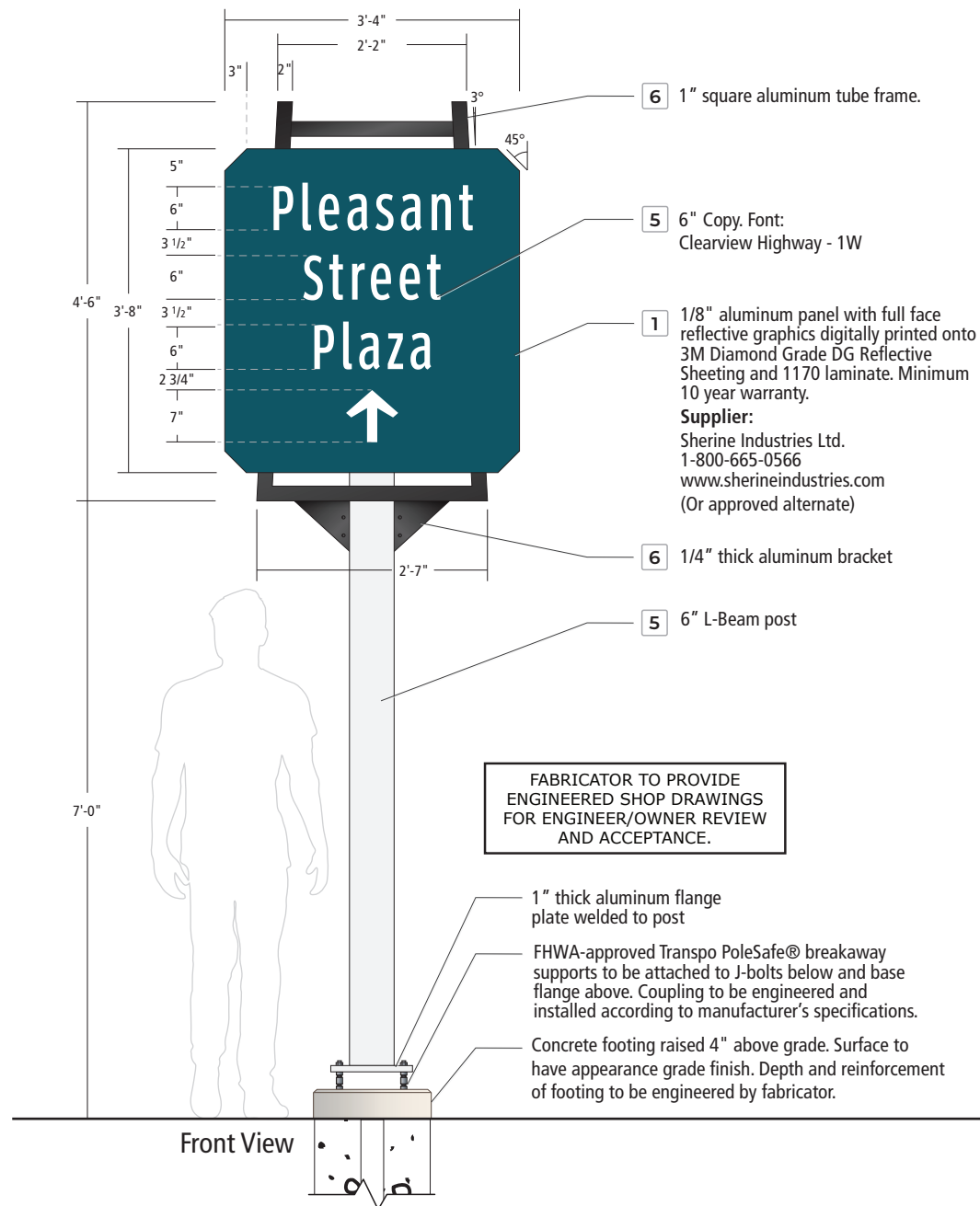
DATE	DESCRIPTION
12/22/23	Design Intent
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05/10/24	Revisions
08/22/24	Revisions



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Two-line Message Layout



COLORS

- 1 Lake Blue
- 2 Deep Blue
- 3 Roof Red
- 4 Parking Blue
- 5 White
- 6 Lighthouse Steel

Scale: 1/2" = 1'

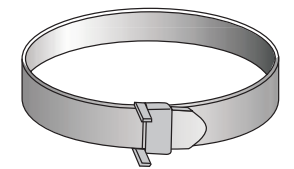
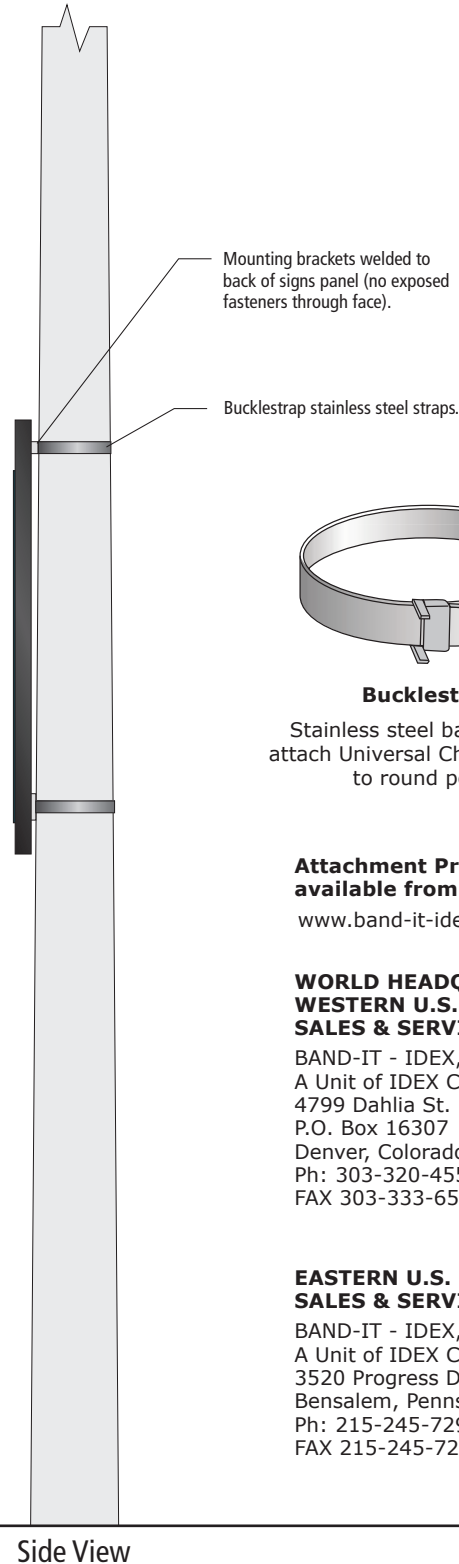
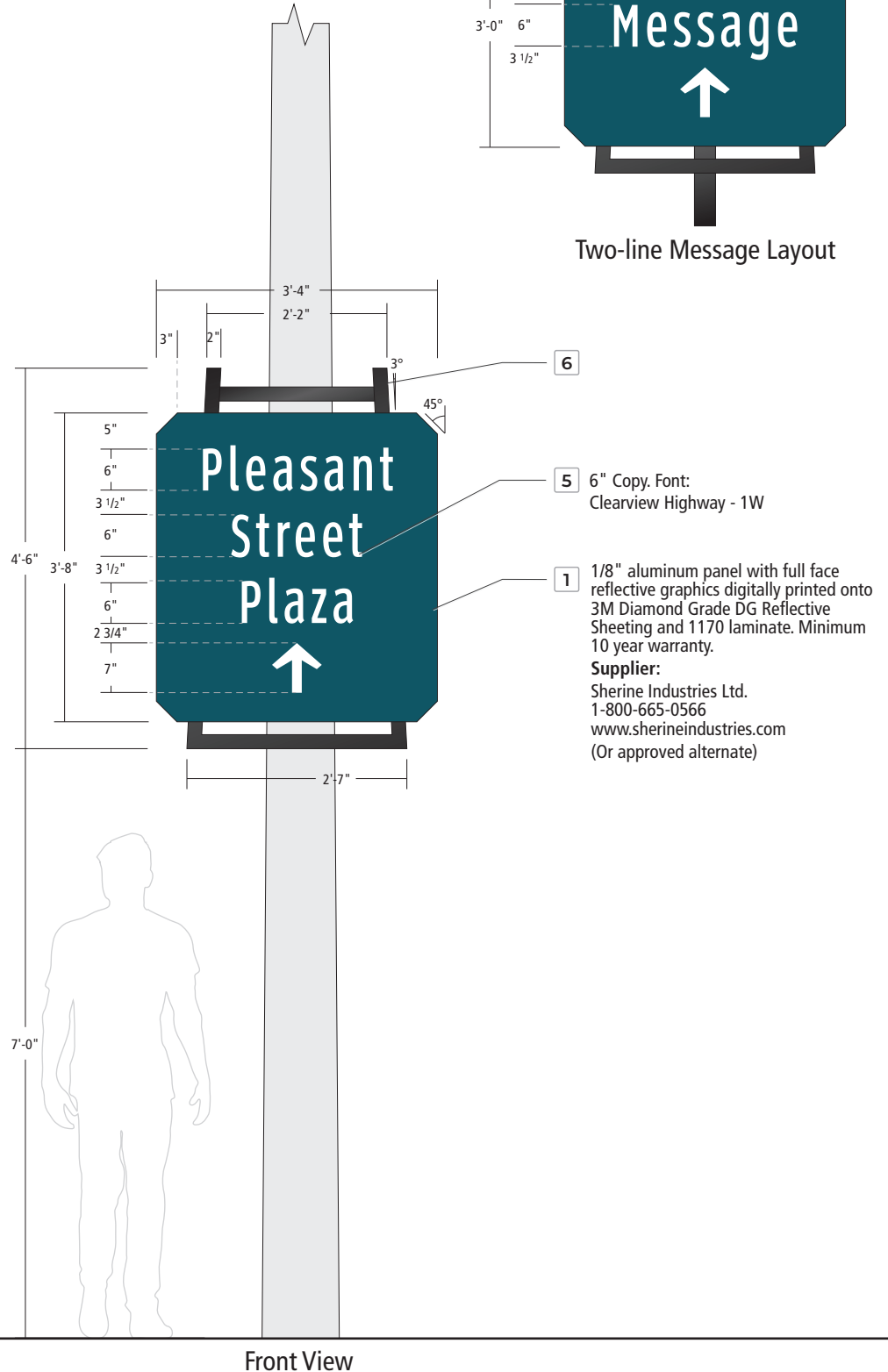
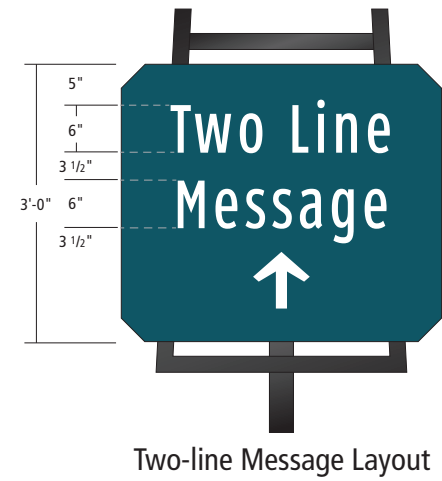
DATE	DESCRIPTION
12/22/23	Design Intent
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05/10/24	Revisions
08/22/24	Revisions



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Traverse City, MI 49684
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COLORS

- 1 Lake Blue
- 2 Deep Blue
- 3 Roof Red
- 4 Parking Blue
- 5 White
- 6 Lighthouse Steel

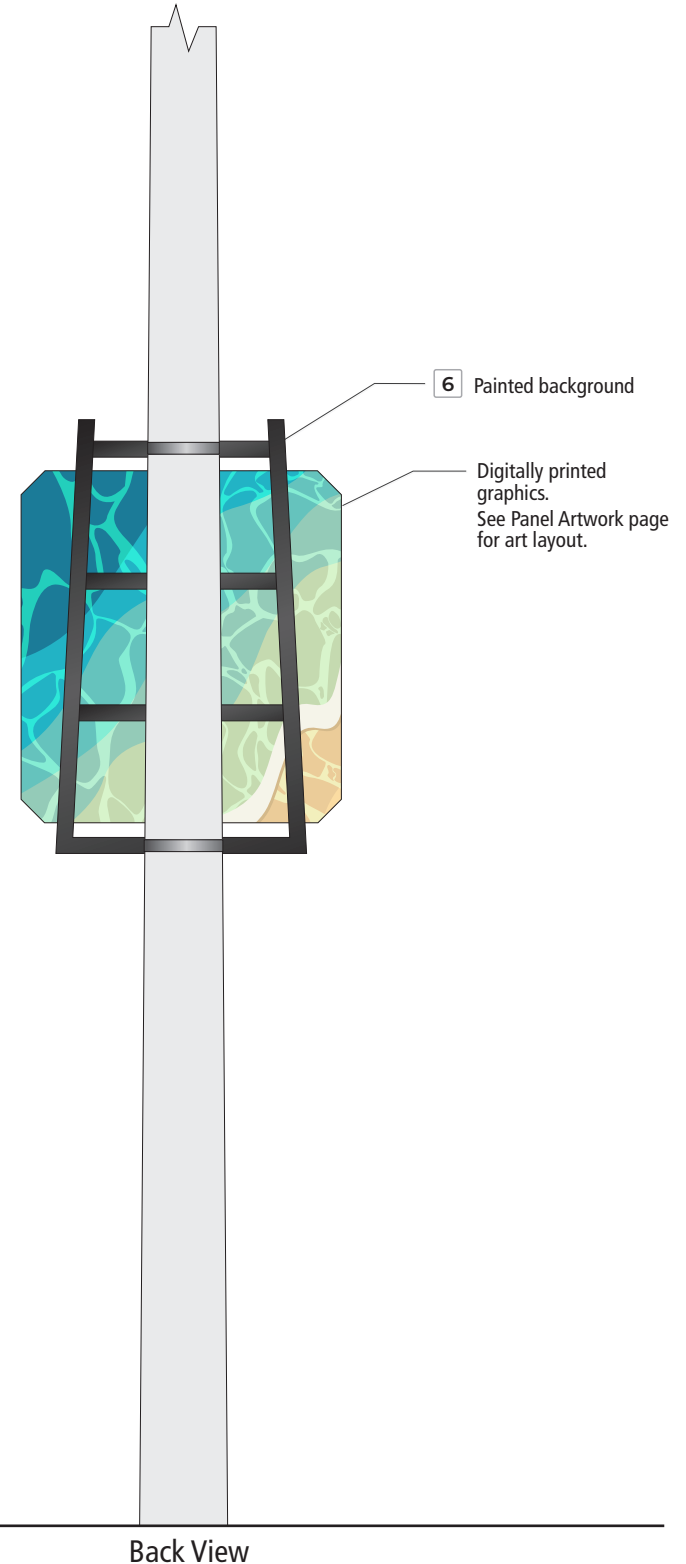


Bucklestrap
Stainless steel band. Use to attach Universal Channel Clamp to round posts.

Attachment Product available from:
www.band-it-idex.com

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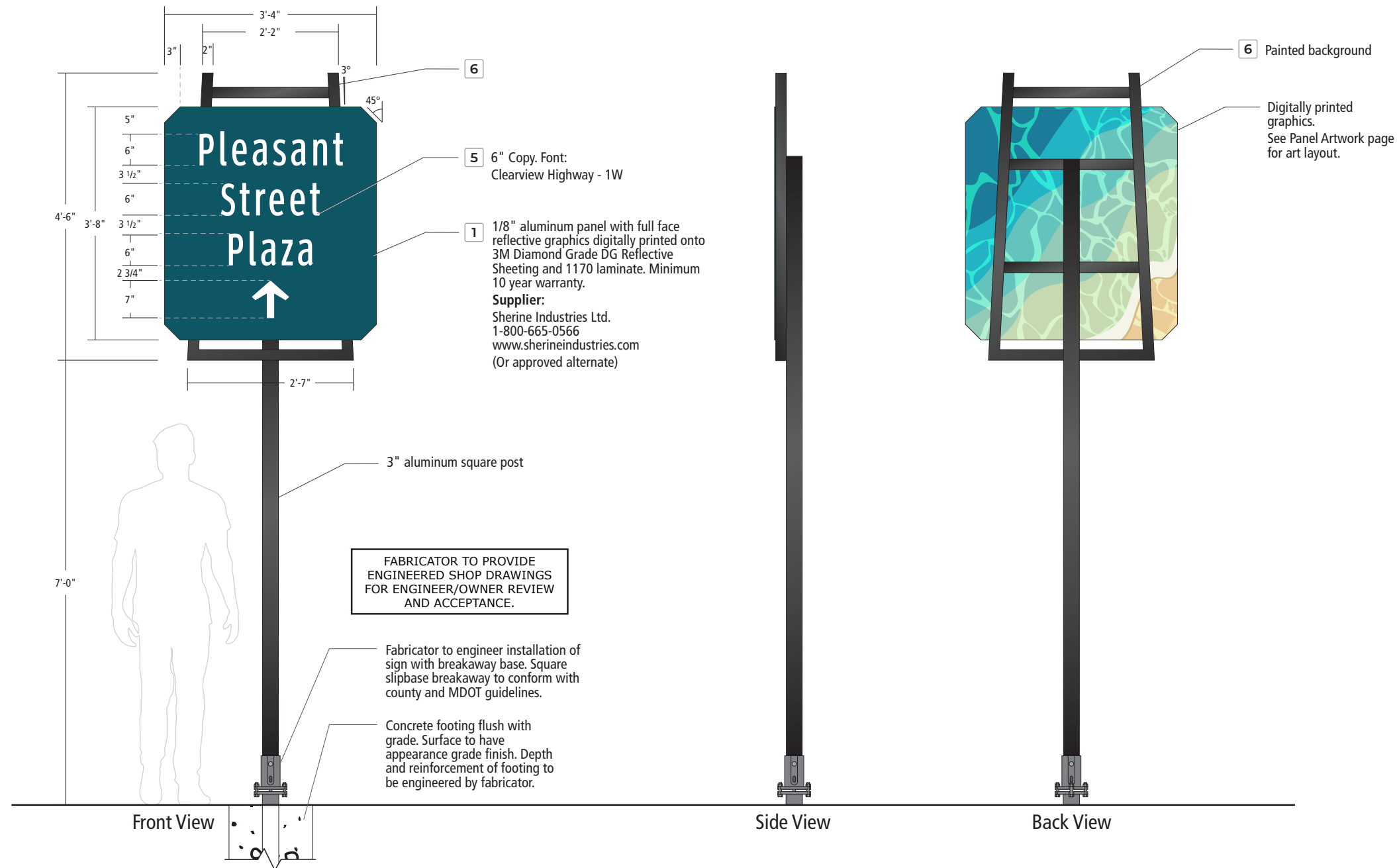
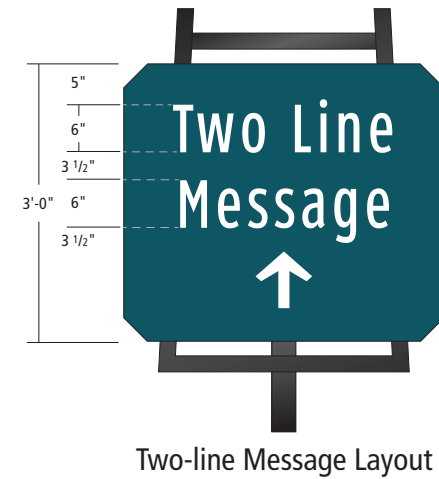
Scale: 1/2" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



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G-3b
6" Trailblazer, Utility Post



COLORS

- 1 Lake Blue
- 2 Deep Blue
- 3 Roof Red
- 4 Parking Blue
- 5 White
- 6 Lighthouse Steel

Scale: 1/2" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions

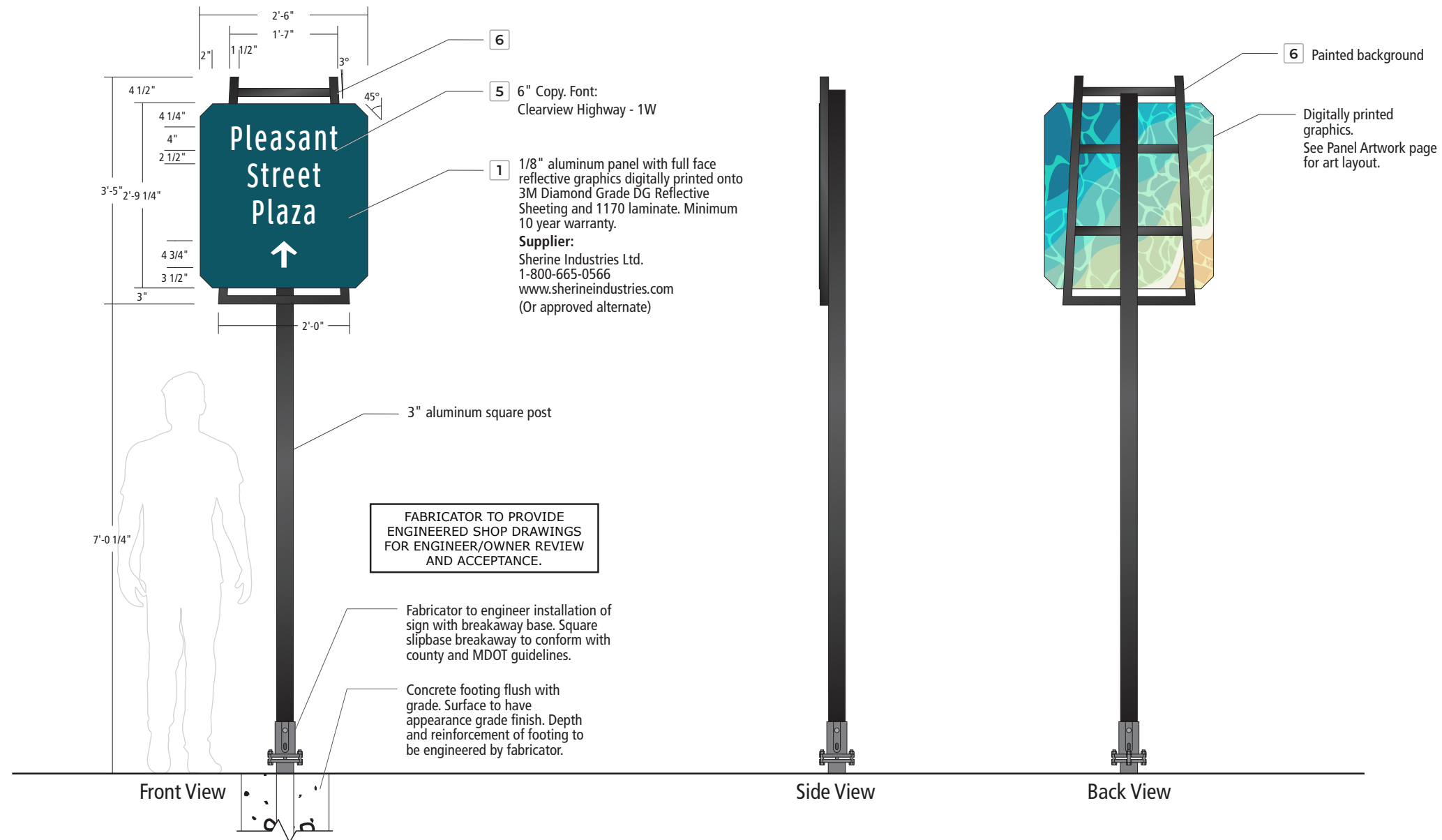


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(231) 947-1236

G-4
4" Trailblazer, Utility Post

COLORS

- 1  Lake Blue
- 2  Deep Blue
- 3  Roof Red
- 4  Parking Blue
- 5  White
- 6  Lighthouse Steel



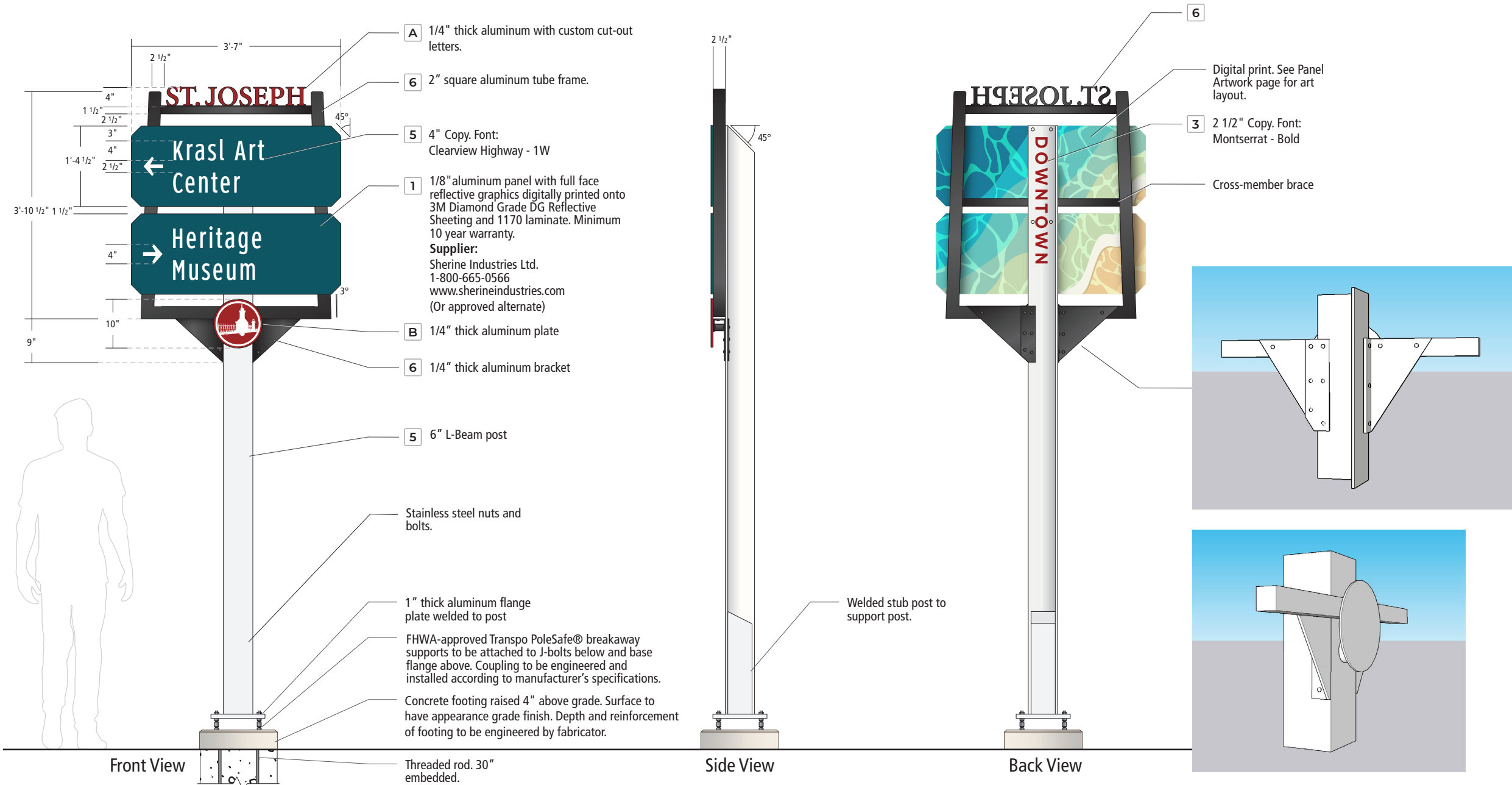
Scale: 1/2" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



415 S Union, 2nd Floor
Traverse City, MI 49684
(231) 947-1236

G-5
4" 2-Line Vehicular Guide -
New Post



COLORS

- 1** Lake Blue
- 2** Deep Blue
- 3** Roof Red
- 4** Parking Blue
- 5** White
- 6** Lighthouse Steel

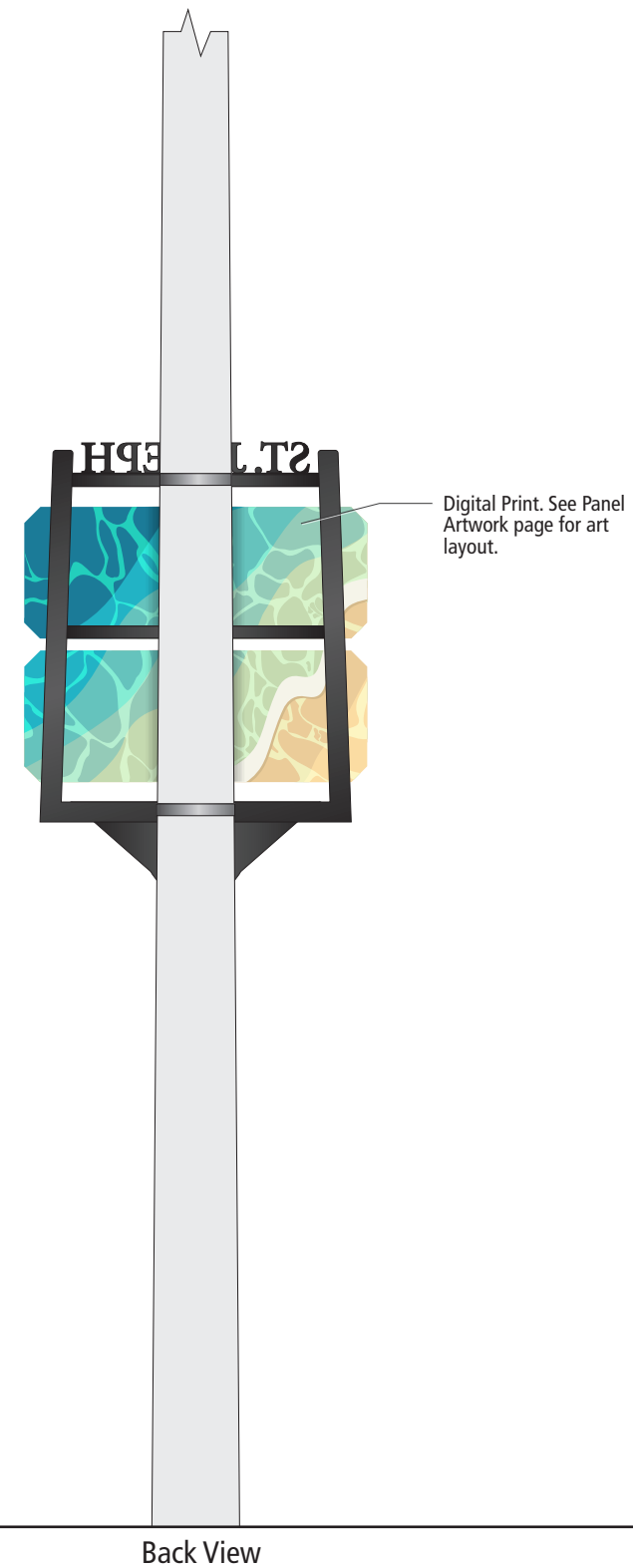
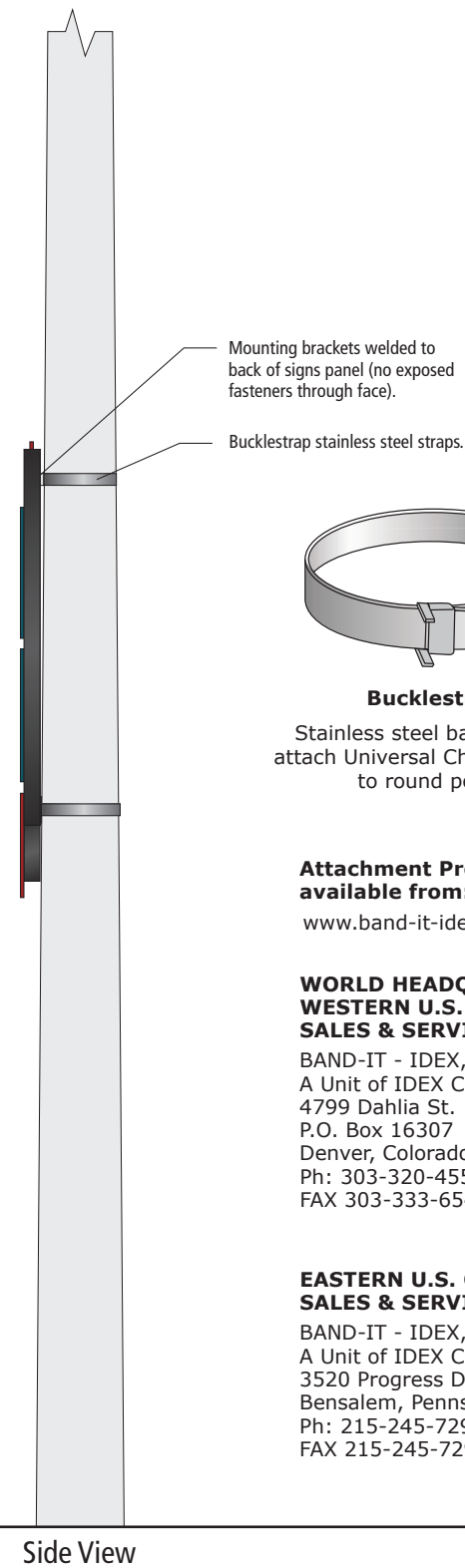
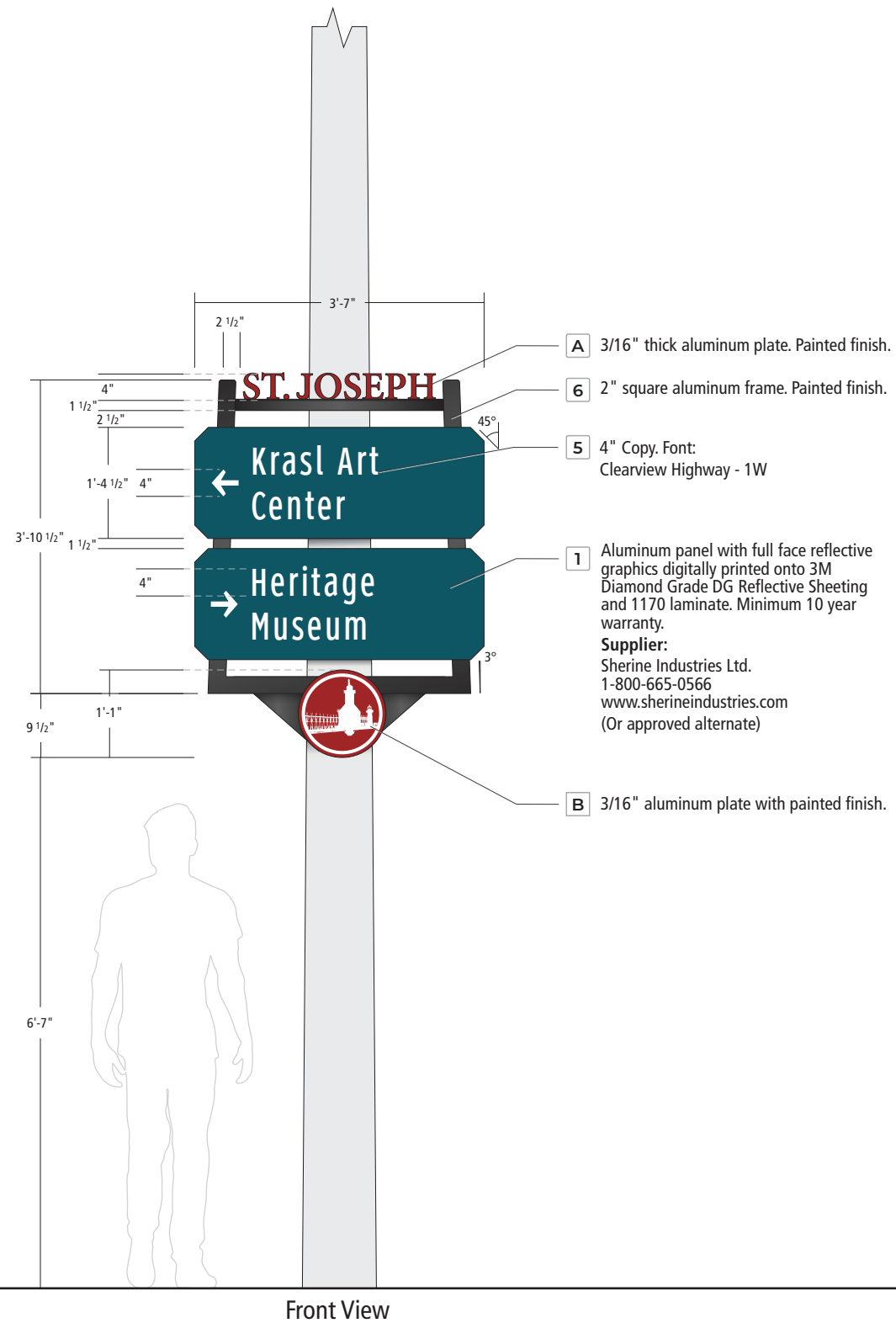
Scale: 1/2" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



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G-5a
4" 2-Line Vehicular Guide -
New Post



COLORS

- 1** Lake Blue
- 2** Deep Blue
- 3** Roof Red
- 4** Parking Blue
- 5** White
- 6** Lighthouse Steel

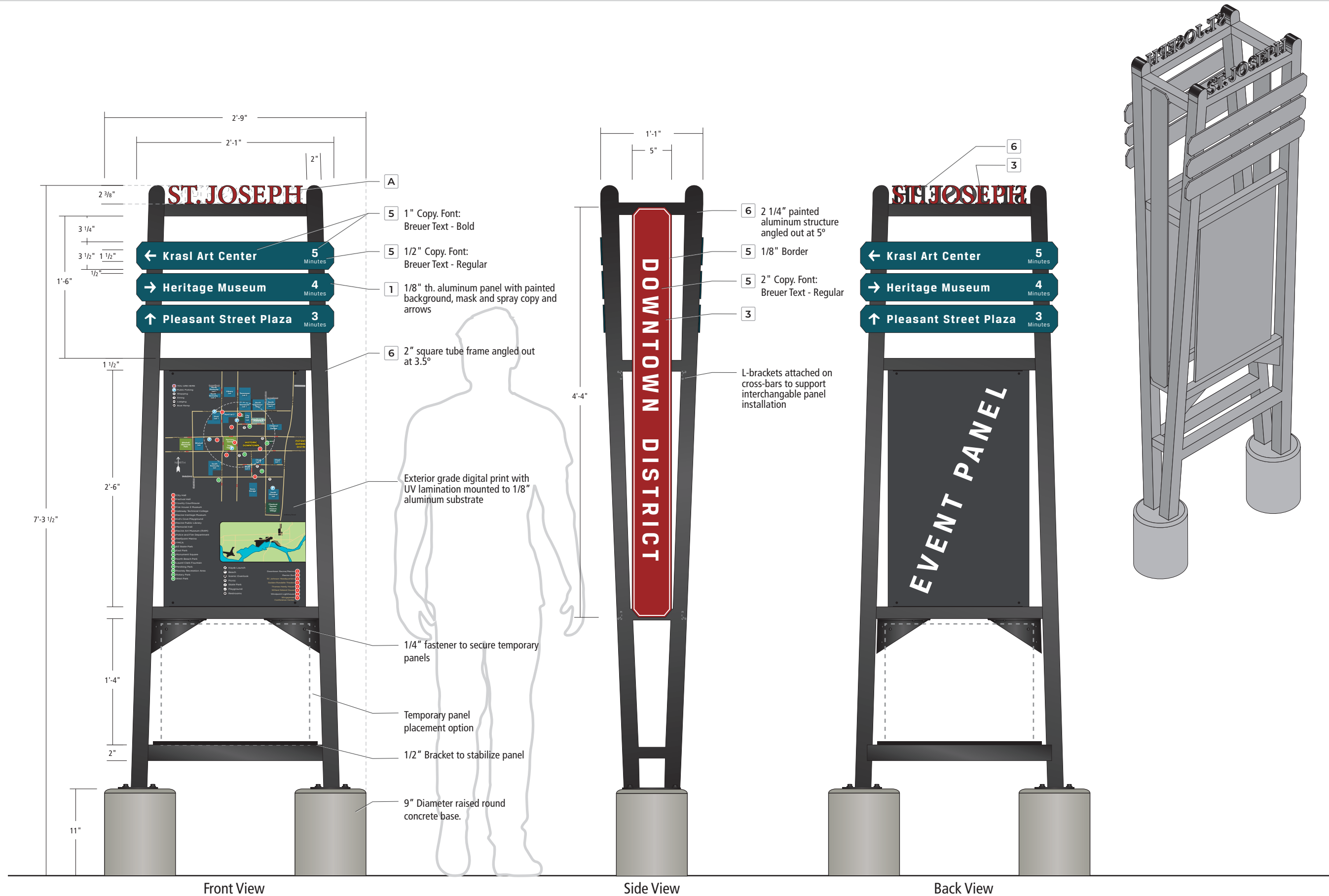
Scale: 1/2" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



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K-1
Pedestrian Kiosk



COLORS

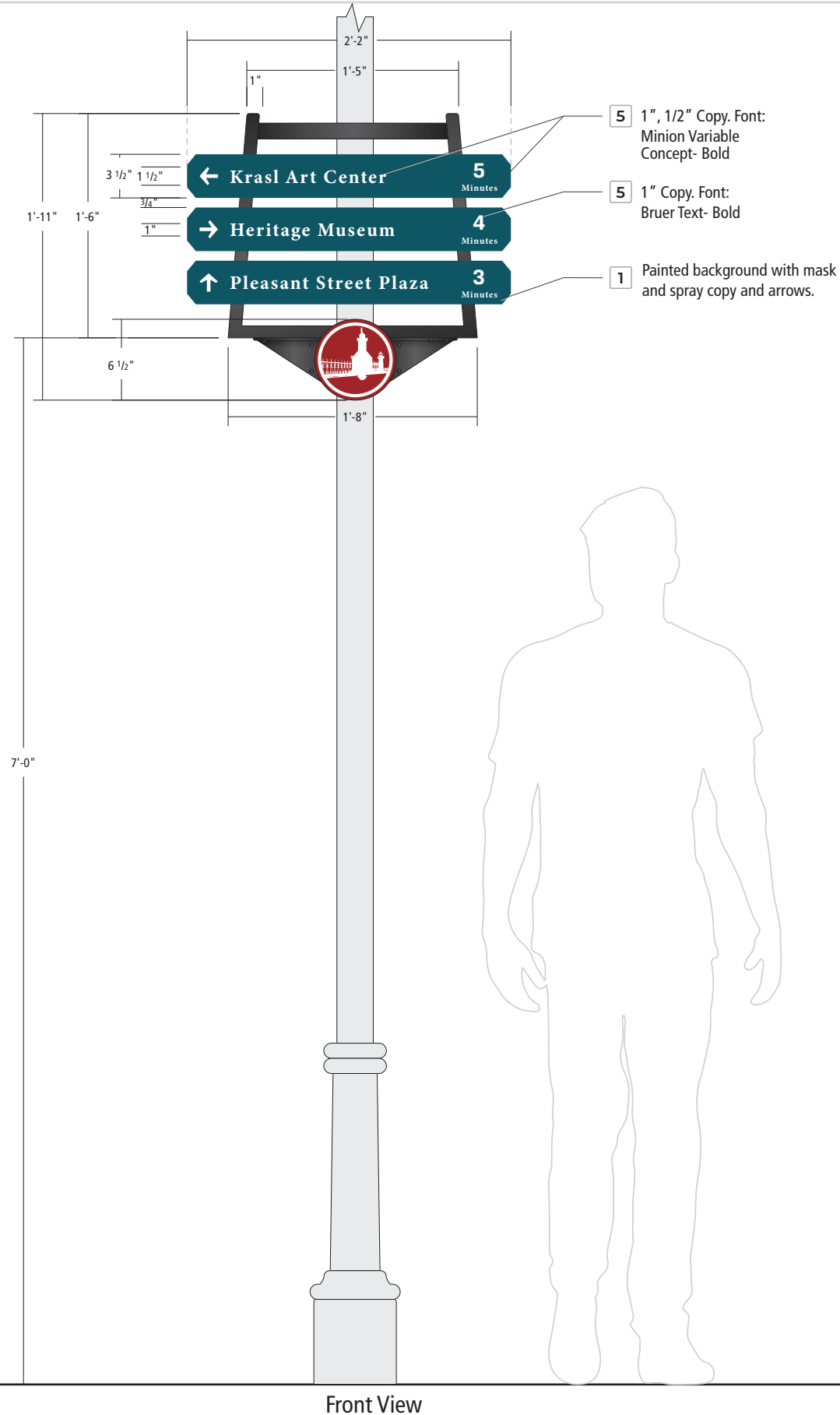
- 1 Lake Blue
- 2 Deep Blue
- 3 Roof Red
- 4 Parking Blue
- 5 White
- 6 Lighthouse Steel

Scale: 1" = 1'

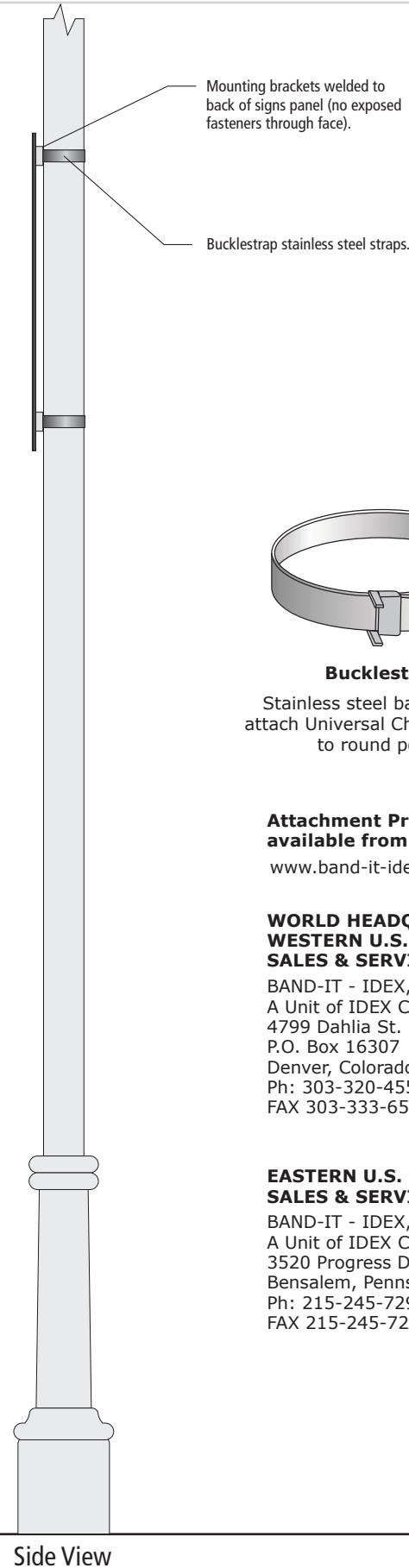
DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



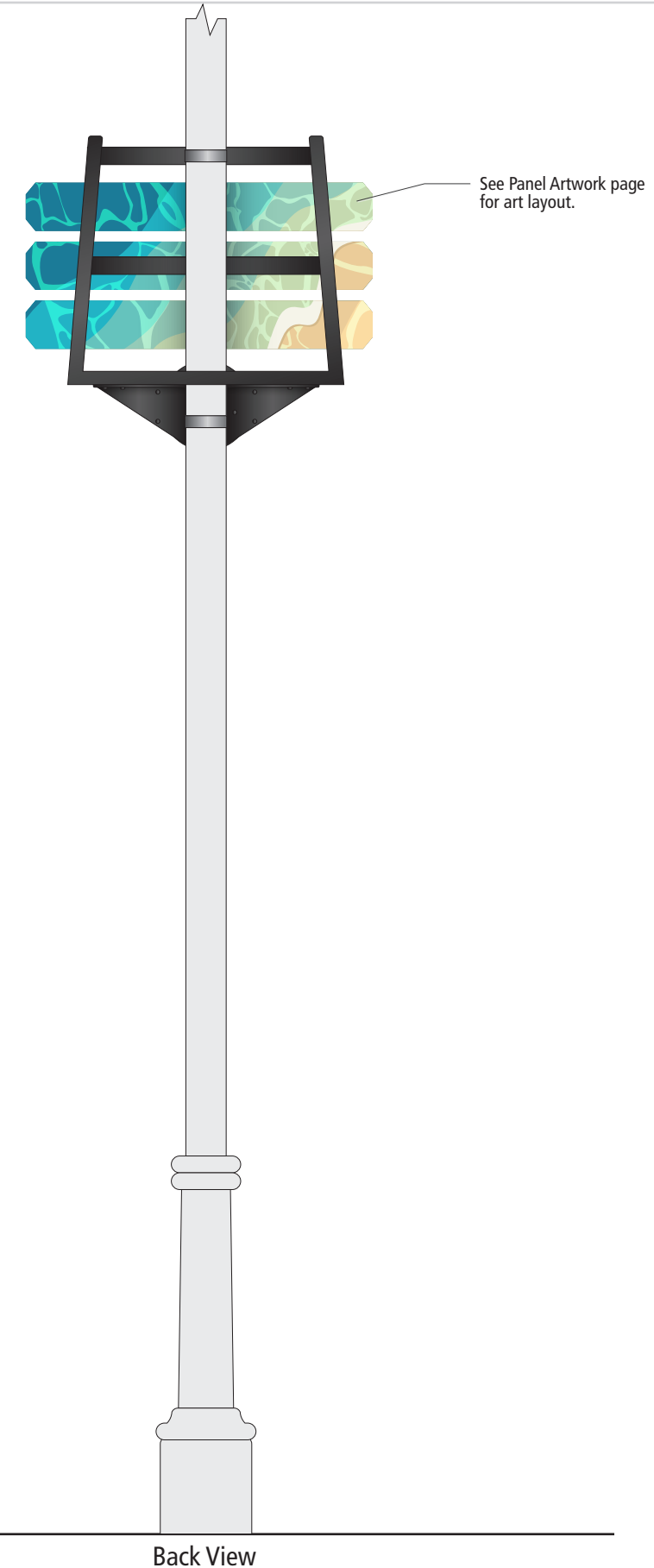
415 S Union, 2nd Floor
Traverse City, MI 49684
(231) 947-1236



Front View



Side View



Back View

P-1 Pedestrian Guide

COLORS

- 1 Lake Blue
- 2 Deep Blue
- 3 Roof Red
- 4 Parking Blue
- 5 White
- 6 Lighthouse Steel

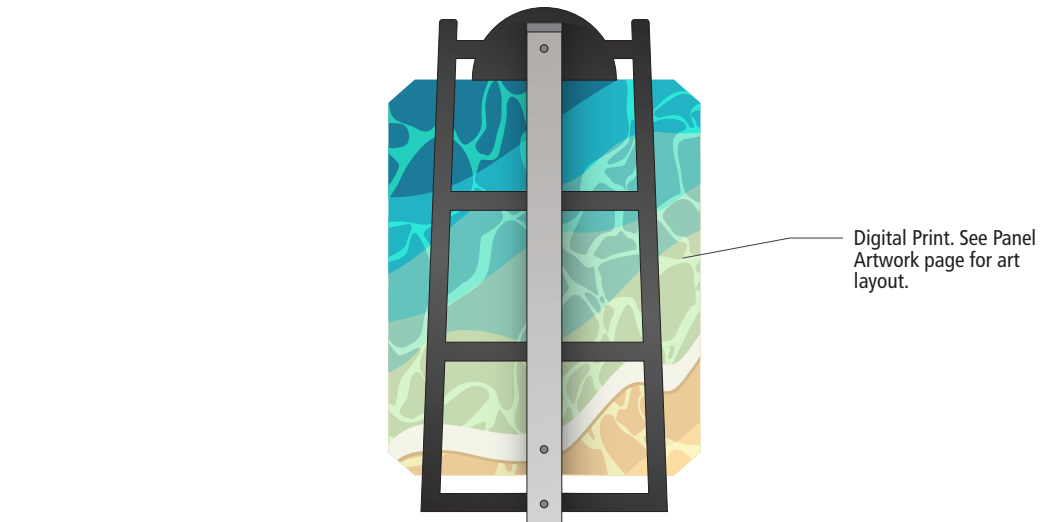
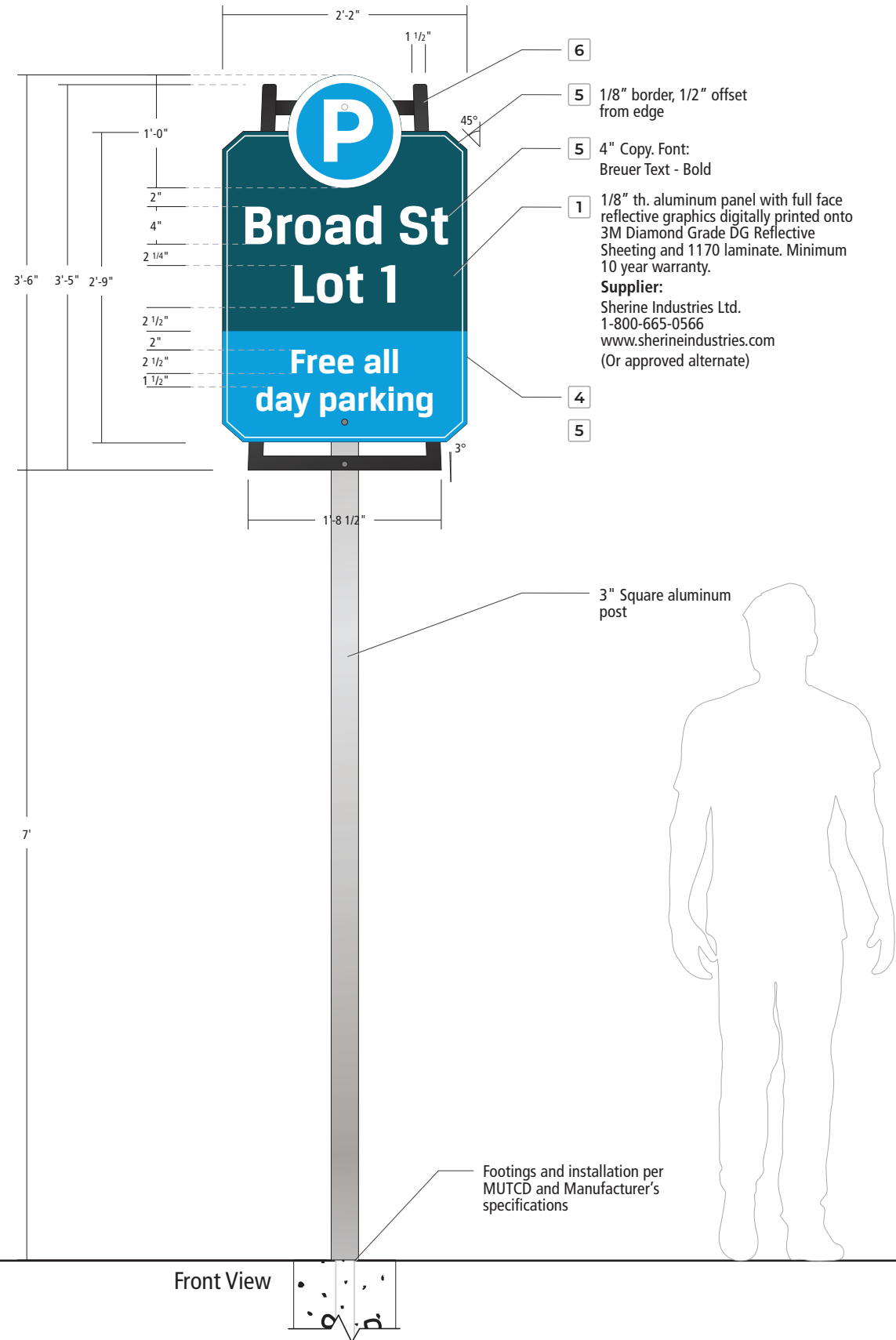
Scale: 1" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
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08/22/24	Revisions



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R-1
Large Parking
Identification/Guide



COLORS

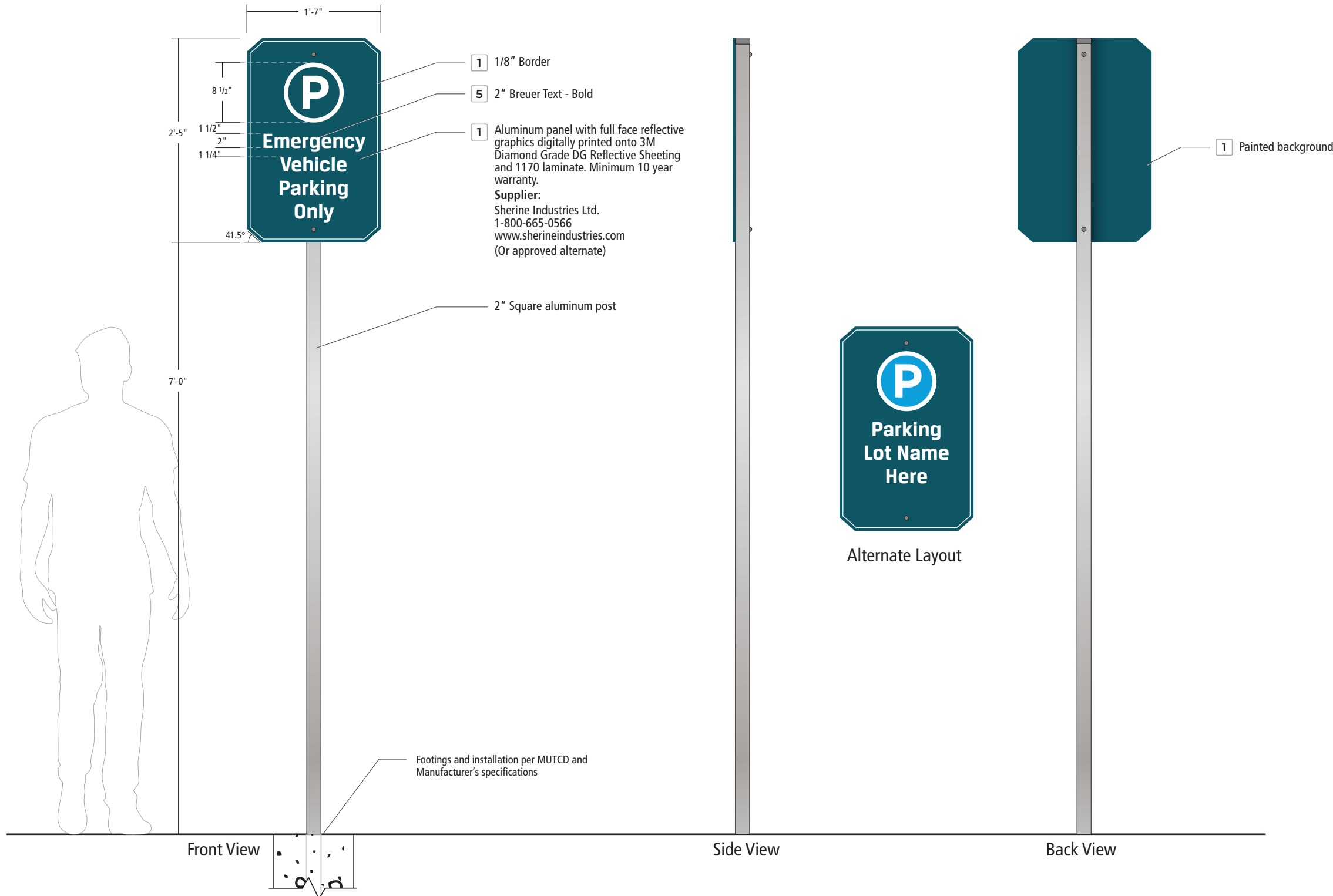
1	Lake Blue
2	Deep Blue
3	Roof Red
4	Parking Blue
5	White
6	Lighthouse Steel

Scale: 3/4" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
01/25/24	Revisions
05/10/24	Revisions
08/22/24	Revisions



415 S Union, 2nd Floor
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COLORS

- 1 Lake Blue
- 2 Deep Blue
- 3 Roof Red
- 4 Parking Blue
- 5 White
- 6 Lighthouse Steel

Scale: 3/4" = 1'

DATE	DESCRIPTION
12/22/23	Design Intent
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05/10/24	Revisions
08/22/24	Revisions



415 S Union, 2nd Floor
Traverse City, MI 49684
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SECTION 10 14 00 – Signage Fabrication Specifications

PART 1 - GENERAL

1.1 SUMMARY

- A. This section includes specifications related to fabrication and installation of exterior project signage.
- B. **Project Documents:**
The materials, products, equipment, and performance specifications within these documents describe the standard of required function, dimension, appearance, performance, and quality to be met by the Fabricator.
- Design Intent Drawings contain sign type details. Drawings provided to the Fabricator in PDF format (outlined Adobe Illustrator files available upon request).
 - Design Intent Drawings and specifications are meant for DESIGN INTENT only and are not construction drawings.
 - Designers are not licensed Engineers or Architects. The responsibility of interpreting the Design Intent Drawings to engineer and produce structurally sound and safe product(s) is the responsibility of the Fabricator.
 - Sign Location Plans are general in nature and not to scale. They reflect locations deemed desirable for the effectiveness of the overall wayfinding plan. Sign location plans are provided to the Fabricator in PDF format.
 - The Sign Message Schedule includes sign type, exact messaging, layout details, and provides additional installation or graphic layout information specific to each sign location. Sign message schedules are prepared in FileMaker. Fabricator will be provided information in PDF format sorted by sign number. A link to an Excel file export of the data is available by request.
- C. **Fabricator's Responsibilities:**
- Engineer, fabricate, and install all signage and graphics per the Project Documents.
 - Be knowledgeable of relevant federal, state, and local code requirements and be responsible for ensuring that all signs meet current local, state, and federal codes, especially, but not limited to ADA, Building Codes, and Fire/Life Safety codes.
 - Perform complete structural design and engineering of the signs, foundations, and mounting as required for approvals and permits and to protect the Owner. Incorporate all the safety features necessary to adequately support the sign for its intended use and purpose.
 - All signs shall meet local, state, and federal codes.
 - Engineered shop drawings for project signage shall be reviewed, stamped, and signed by a Michigan-registered engineer.
 - Shop drawings are to be provided for all exterior sign elements.
 - Engineer all signs, banners, and mounting devices, unless otherwise indicated, to withstand the required wind load (normal to the sign, in addition to the weight of the sign)

as specified by ASCE, American Society of Civil Engineers, or greater as per local, state, or federal code.

- Provide all Submittals outlined in these specifications in a timely fashion and according to the agreed upon schedule.
- Develop graphic layouts of all sign faces using the Design Intent Drawings and messaging from the supplied Sign Message Schedule.
- Verify signs listed in the Sign Message Schedule match those on the Sign Location Plans.
- Visit the site prior to starting fabrication to observe existing conditions, verify mounting conditions and space availability, take field measurements, and verify all signage locations with Owner's Representative.
- Notify the Designer and Owner's Representative immediately if any discrepancies exist within Project Documentation or field conditions, before manufacturing the signage.
- Secure any and all necessary permits for signage installation.
- Work with the Owner's Representative to secure any necessary variances.
- Work with the Owner's Representative to coordinate with the facilities department, general contractor, and other trades performing work on site.
- Maintain all project related files such that the Owner may reorder additional signs for a minimum of 10 years after the completion of the work.
- Be responsible for subcontracted work. If subcontractors are retained to perform any portion of the work, the Fabricator is responsible for that work as if they had performed it themselves.

1.2 WARRANTY

- Extend in writing all manufacturers' warranties.
- Obtain a minimum five (5) year extended warranty on all paint and powder coat applications.
- Obtain a minimum five (5) year warranty on all applied vinyl applications. Vinyl shall not fade excessively, discolor, delaminate, crack, curl, peel, blister, or lose reflectivity.
- Provide a written full replacement warranty for five (5) years starting from the completion of installation that all signs will be free of defects due to craft work and materials including, but not limited to:
 - Bubbling, chalking, rusting or other disintegration of the sign panel, graphics or of the edges.
 - Corrosion appearing beneath paint surfaces of panels, brackets, posts, or other support assemblies (except as an obvious result of vandalism or other external damage).
 - Corrosion of fasteners.
 - Fading, chalking and discoloration of the colors and finishes within the vinyl and paint manufacturer's stated warranty period.

- Peeling, delamination, bowing, or warping ("oil canning").
 - Repair and re-installation of signage due to failed mountings.
 - The assemblies not remaining true and plumb on their supports.
- E. Repair or replace, including installation, any defective signs or hardware, which develop during the warranty period and repair any damage to other work due to such imperfections at no charge to the Owner and to the Owner's satisfaction.
- F. The Fabricator will be required to fully replace all signs that are in error relative to the working documents (sign message schedule and sign type drawings) that were submitted to the Fabricator upon award of contract.

1.3 RIGHTS AND GUARANTEE

- A. **Design Rights:** Fabricator is hereby granted limited right to the designs as shown and specified herein for the sole purpose of completing contractual obligations to fabricate and install project signage. Fabricator may not manufacture, reproduce, exhibit, or modify these designs for any other purpose without prior written consent from BOTH the Owner/Owner's Representative and Corbin Design.

1.4 SUBMITTALS

- A. **Pre-Fabrication Submittals:**
Submit the following to the Owner's Representatives and Designer for review and approval prior to commencing with signage fabrication.
- Project Schedule of Work:**
Provide a detailed fabrication and installation schedule.
 - Include all pertinent dates and milestones such as submittal delivery dates, required approval dates, fabrication dates, and installation dates.
 - Include all lead times for materials and third-party supplied items.
 - Allow a minimum of 15 business days for Owner Representative and Designer's review of Pre-Fabrication Submittals with one round of revisions built in, unless otherwise noted within the bid schedule.
 - Include submittal delivery dates of Shop Drawings, Samples, Graphic Layouts, etc.
 - Shop Drawings:**
Detailed engineered shop drawings for each sign type are to be submitted as electronic PDF, no larger than 11"x 17". Final Shop Drawings are to be stamped by an Engineer licensed in the State of Michigan to ensure structural integrity and safety. The shop drawings for each sign type shall illustrate/describe the following:
 - Elevations and cross sections – front, sides, top and back; side sections; internal structure section/details; enlarged details such as of extrusions, push-

through letter mounting, mounting plate, etc.; with all final dimensions and callouts for:

- Components – construction details/information related to individual elements.
 - Finishes – color, type of product, manufacturer, and sheen.
 - Fonts, graphics specifications, and message fields.
 - Materials – color, type, gauge, and thickness (including substrates and overlays).
- b. Exploded view, unless otherwise indicated – isometric view with components, materials, and finishes.
- c. Cross-section of corners – one illustration for each corner condition. Items to be illustrated: seams, joints, layers, internal support, and fasteners.
- d. Mounting/installation details – provide foundation cross-sections (including hardware), bracket/post details, elevations, materials, finishes, and fasteners.
- e. Electrical details are to be provided for all elements that require electricity. Specific items to be listed are:
 - Light source and/or fixture type and manufacturer
 - Power supply (transformer)
 - Amperage and voltage per sign
 - Electrical service required (source)
 - Electric Eye and Timer information
 - Location of disconnect switch
- f. Lighting detail – provide an internal view of light fixtures, LED layout, transformers, external cut-off switch, light sensor, and timer.
- g. Foundation details – provide detailed foundation details including all concrete and reinforcement specifications.
- h. Engineering for wind load.
- i. Removable panels (where applicable).
- j. Identify any dimensional or other changes in the overall sign required by virtue of the fabrication materials, techniques, and/or engineering.
3. **Samples:**
Submit three (3) 5" x 5" samples of each material listed in the Design Intent material specifications using actual substrate materials for review and approval. One will be returned, one kept by the Owner's Representative, and one kept in the Designer's records.
 - Label the back of every sample with the project name, sample designation, and fabricator name.
 - The Owner's Representative and Designer reserve the right to reject any sample and require additional samples as necessary to obtain final approval.
 - Submit three 12"x12" to-scale sample segments of the final insert artwork for exterior pedestrian maps.
4. **Graphic Layouts:**
Provide a proofing document of final production graphic layouts for every sign face to verify fonts, line breaks, character and word

spacing, interline spacing, and adherence to Design Intent Drawing layouts and Sign Message Schedule information.

- a. The proofs are to be scaled production art files, not full sized.
- b. Layouts are to be organized by sign type and by sign number within each sign type group.
- c. Each layout is to be identified with the corresponding sign number.
- d. Submittals that do not follow these organization requirements may be rejected without review until corrected.

B. During Fabrication Submittals:

1. Fabricator is required to maintain the Project Schedule detailing fabrication and installation timelines, submitting weekly updates as changes occur.
2. Upon request, Fabricator is to submit photo documentation of signage at various stages of fabrication and installation. Review of these photos does not rule out rejection of the sign during the punch list if they do not meet fabrication requirements.

C. Post-Fabrication Submittals:

Upon completion of the initial installation, the following are to be submitted to the Owner's Representative.

1. Maintenance instructions and manuals for all sign components (lighting, paint, etc.), along with final amended shop drawings, as-installed sign location plans and approved graphic layout documents.
2. Instructions for maintenance and waxing of painted, powder coated, and fiberglass elements.
3. Templates for all insert-based signs, utilizing standard software for the Owner's use in printing replacement inserts.
4. One (1) pint of each finish paint color for touch-up purposes.
5. Labeled, spare keys to master keyed locks on directory or kiosk signage.
6. Warranty documentation, as outlined above.

1.5 QUALITY ASSURANCE

- A. The materials, products, equipment, and performance specifications described within, establish a high-quality standard of required function, dimension, appearance, performance, and quality to be met by the Fabricator.
- B. Materials used for this project shall be new materials, not reconditioned.
- C. Fabricator shall only use workforce skilled and experienced with the products, fabrication methods, and installation requirements outlined for this project.
- D. Fabrication and installation are to withstand severe abuse and souvenir theft vandalism, but not less than the equivalent of

resisting simple hand implements and tools (screwdrivers, knives, coins, keys, and similar items), and adult physical force. It is the fabricator's responsibility to suggest alternate fabrication or installation methods, should they be deemed necessary to hinder theft or vandalism.

- E. Regulatory Requirements: Signage shall meet or exceed requirements of all current applicable local, state, and federal codes, including but not limited to:
 1. MUTCD standards manual, (current edition);
 2. 2010 Americans with Disabilities Act Standards for Accessible Design, including local modifications and amendments; and
 3. All local, state, and federal building and fire codes as required by the Authority Having Jurisdiction (AHJ).

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Approved manufacturers include:
 1. Acrylic Polyurethane Paint: Matthews Paint Company or Akzo Nobel
 2. Acrylic Sheets: Rohm and Hass Co, Acrylite or equivalent
 3. Adhesive Silicone: Dow Corning or equivalent
 4. Adhesive Tape: Polyfoam or "Isotac" by 3M or equivalent
 5. Banner Hanging System: Banner Saver
 6. Channel letter system: Let-R-Edge or equivalent
 7. Electronic Message Centers: Daktronics, Watchfire, Vantage LED or equivalent
 8. Exterior Extrusions: SignComp, Charleston Manufacturing, LLC, Signal-Tech, or equivalent
 9. Exterior Perforated Vinyl: 3M
 10. Exterior Tactile signs: Gravoply or equivalent
 11. Exterior Vinyl: 3M or Oracal
 12. Fiberglass Embedded Panel: Pannier Graphics
 13. High Pressure Laminate: Folia, i-Zone, Trespa
 14. LED lighting system: General Electric, Principal LED, Philips, US LED or equivalent
 15. Panaflex: 3M or equivalent
 16. Powder Coating: PPG Duranar or Akzo Nobel Interpon
 17. Proprietary sign frame systems: 2/90 Sign Systems, APCO Signs, Appenx, ASI Sign Systems Inc., Modulex, Takeform, Vista System
 18. Reflective Digital Print: Sherine Industries or other equivalent 3M certified digital printer
 19. Stainless Steel Strapping System: Band-It or equivalent

2.2 MATERIALS

- A. Acrylic sheet: varying colors and thicknesses as noted on Design Intent Drawings. Translucent bright white cast acrylic (7328) is recommended for push-through copy and graphics. Translucent dull white cast acrylic (2447) may be used in instances where a bright white appearance is not desired. Opaque bright white cast acrylic (7508) is recommended for non-illuminated copy and graphics.
- B. Adhesive vinyl: opaque color, reflective color, translucent color, and transparent color.
- C. Aluminum: suitable for ornamental work. Finish to be smooth and free of imperfections. Alloy based upon structural requirements of the signage design. Aluminum panels to be .125" minimum thickness unless otherwise specified.
- D. Day/Night acrylic: Acrylite Day/Night, Casacryl or equivalent as noted within the Design Intent Drawings.

- E. Day/Night perforated vinyl: 3M Dual-Color Film (Series 3635); screen printed, or inkjet printed with solvent inks complying with 3M printing specifications. It is recommended to use this vinyl on the first surface of clear acrylic with a white diffuser vinyl on the reverse side.
- F. Electric Eye **and/or** Timer as indicated by the Owner's Representative.
- G. Exterior grade paint: acrylic polyurethane paint in solid and metallic colors with primer **and** Super Satin Clearcoat finish.
- H. Fiberglass panels with embedded artwork are to be fabricated using 1/8" thick fiberglass panel with permanently embedded digital graphics. The panel must be a solid, one-piece panel with all graphic elements inseparable from the fiberglass in which they are embedded.
- I. Fonts/Typefaces: Fonts used within the Designer's programs were purchased by and are licensed to the Designer. It is the responsibility of the fabricator to purchase the specified licensed fonts for use within this program. See the Design Intent typography page for the specific fonts.
- J. High pressure laminate: Digital graphic surface papers encapsulated with melamine resins are pressed over a portion of recycled post-consumer kraft paper core sheets impregnated with phenolic resin. These sheets are bonded under pressures greater than 1200 pounds per square inch and at temperatures approaching 300°F (149°C). The 0.040" backs are sanded to facilitate bonding to other substrates.
- K. Illumination: per Design Intent Drawings, as LED or high-output fluorescent lamps with 800 MA, exterior UL rated electronic ballasts per specifications. Specifications for T-8 lamps are specific to the 60,000 hour T-8 lamp.
- L. Matthew's Paint reflective white paint or 3M Matte White Light Enhancement Film.
- M. Miscellaneous mounting hardware: including but not limited to stainless or corrosion resistant screws, bolts, and hinges, adhesives, and stainless-steel cable.
- N. Perforated aluminum plate: varying hole patterns as specified in Design Intent Drawings.
- O. Printed graphics shall all be printed at a minimum of 1200 DPI using exterior grade UV inks.
- P. Structural Steel: galvanized rolled steel or equal as required to meet structural requirements.

2.3 SUBSTITUTIONS:

- A. Use of an "equivalent" product manufacture must be clearly identified in the fabricator's quote and shop drawings.
- B. No substitution will be considered unless the Owner's Representative and Designer have received written request for approval.

- C. Equal or better equipment or method may be recommended, but fabricator will be required to provide full documentation, upon request, establishing such a substitution's equality or superiority as measured in compliance with the visual design intent, cost, ease of maintenance, and performance.
- D. The Owner's Representative and Designer's decision of approval or disapproval of a proposed substitution shall be final.

2.4 FABRICATION

- A. Details on Design Intent Drawings indicate a design approach for sign structure but do not include all fabrication details required for the complete structural integrity of the signs, including consideration for static, dynamic and erection loads during handling, erecting, and service at the installed locations.
- B. General:
1. It is intended that the workmanship be of the highest quality obtainable by the respective trades and crafts experienced in the fabrication of architectural signs.
 2. Fabricate signage such that major components of the sign can be removed and replaced with similar components. Incorporate this changeability such that it does not promote vandalism but can be done by a qualified maintenance crew.
 3. Within fabrication tolerances, allow for expansion and contraction of materials due to temperature changes as appropriate to the project location.
- C. Fonts/Typefaces:
1. All tactile and braille characters must meet current ADA code requirements.
 2. Letter height/cap height is based upon the height of the capital letter "E" or any capital character that has a flat top and base.
 3. Under no circumstances are typefaces to be electronically distorted ("squeezed" or "extended") for purposes of fitting to the specified sign. This includes (but is not limited to) stretching, squeezing, tilting, outlining, or shadowing.
 4. Ligatures are to be turned off.
 5. Apostrophes and quotation marks are to be used, not footmarks and inches. Note there is a difference in most fonts.
 6. Fabricator to reference spacing and layout examples within the Design Intent Drawing package.
 7. Fabricator is responsible for correcting any typesetting errors that may be necessary.
- D. Sign Faces:
1. Sign faces to be fabricated using aluminum of varying thicknesses, as specified on Design Intent Drawings, with a minimum thickness of .125" unless otherwise noted.
 2. Any sign faces smaller than 8' by 20' are to be fabricated from 1 piece of seamless material.
 3. Any sign faces larger than 8' by 20' are to follow Welded Joint specifications. Joints must be filled and ground smooth so there is no visible seam.

4. Non-illuminated sign faces are to have lettering and graphics created as surface-applied vinyl typography unless otherwise noted in the Design Intent Drawings.
 5. Acrylic faces are to be of sufficient thickness to preclude bowing or distortion within frames.
- E. Push-through copy:
1. Routed push-through copy from a single sheet of acrylic. Letters and shapes that are routed out and bonded to a separate acrylic sheet are not acceptable.
 2. Exposed acrylic edges are to be finished such that no saw marks are visible.
 3. Acrylic to have a minimum thickness of 3/8".
 4. Acrylic to be pushed through flush evenly to 3/32" unless otherwise noted on design drawing.
 5. Acrylic is to be attached to the interior of the sign using mechanical fasteners and silicon.
 6. All letter knock-outs (interior of letter forms) are to be stud mounted through the acrylic.
 7. Acceptable spacing between the push-through acrylic and the cutout aluminum is 1/32" for copy 12" or smaller. Copy larger than 12" may have alternate spacing to allow for the change in material expansion.
 8. The edges and corners of routed letterforms shall be sharp and true. Letterforms with nicked, cut, ragged, rounded (positive or negative) corners, and similar disfigurements will not be acceptable.
- F. Fasteners:
1. Conceal all fasteners except for access panels or where approved otherwise by Owner's Representative and Designer. Access panel fasteners are to be stainless steel, tamper resistant, counter-sunk flush screws, painted to match adjacent finish.
 2. All hardware and fasteners within reach shall be vandal resistant.
 3. To prevent electrolysis, separate all ferrous and non-ferrous materials with a non-conductive gasket or barrier and utilize stainless steel fasteners as required.
 4. Pop rivets are not acceptable on the exterior of the sign cabinet.
- G. Welded joints:
1. Exposed welded joints must be filled and ground smooth so there is no seam visible when painted.
 2. Dimensional and structural welding defects will not be accepted, including but not limited to: poor weld contours, including excessive bead convexity and reinforcement, and considerable concavity or undersized welds; cracks; undercutting; porosity; incomplete fusion; inadequate penetration; spatter; and non-metallic inclusions.
 3. Welding is to be performed by AWS (or similar) certified personnel, following AWS Standard Welding Procedure Specifications (SWPSs) for steel, aluminum, and stainless steel as appropriate.

- H. Non-welded joints:
1. Signs must have a tight, hairline-type appearance, without gaps. Provide sufficient fastenings to preclude looseness, racking, or similar movement.
 2. Visible metal joints must adhere to a fit tolerance of .01".
- I. Channel letters:
1. Raceways are not acceptable unless specifically noted on the Design Intent Drawing or if approved by the Owner.
 - a. Approved raceways must be painted the same color as the wall on which the raceway will be mounted.
 2. Acrylic must fit snugly into the letter return.
 3. Returns on Channel letters two feet or greater in height shall be fabricated with a minimum of .080" thick aluminum.
 4. Returns on Channel letters under two feet in height shall be a minimum of .063" aluminum.
 5. Jewel trim is not acceptable, unless specifically called out in the Design Intent Drawings.
 6. Non-illuminated Channel Letters:
 - a. Non-illuminated faces must be a minimum of .125" thick aluminum.
 7. Illuminated Channel Letters:
 - a. Face-lit channel letter backers must be a minimum of .080" thick aluminum or greater as required by engineering.
 - b. Face-lit channel letters mounted on the first or second story of a building shall be trimless.
 - c. Face-lit channel letters installed on the third floor or higher of a building may use a low-profile trim cap.
 8. Low profile Illuminated Channel Letters:
 - a. Letters fabricated out of white translucent acrylic (usually 30 to 40mm thick) with a routed cavity in the back of each letter for LED's illumination to be installed. These letters typically have an aluminum backer.
 - b. Letters may be face, side, or back-lit or any combination of the three based upon the Design Intent Drawings.
 - c. Letters must be evenly illuminated throughout the acrylic without hotspots or shadows.
- J. Drain holes:
1. Provide drain holes as needed to prevent accumulation of water within signs.
 2. Holes must be inconspicuous and located such that drainage does not occur onto signs, bases, or other surfaces subject to staining.
 3. Provide internal system of baffles to prevent "light leaks" through drain holes of illuminated signs.
 4. Use color-coordinated stainless steel bug mesh screen over drain holes or vents.
- K. Painting:
1. Sign panels shall be appropriately pre-drilled/pre-cut before priming and painting or coating.

2. Metal surfaces are to be painted per the most recent Matthews Paint or Akzo Nobel product bulletins.
 3. Paint preparation of all metal surfaces of the sign to include removal of all scratches and imperfections, sanding and chemical etching.
 4. Substrate cleaning, preparation, paint application and paint thickness to be in strict compliance with Matthews Paint or Akzo Nobel published recommendations and product bulletins.
 5. Aluminum and Steel surfaces to be properly covered with a primer.
 6. Acceleration of the drying process and use of accelerants are not allowed.
 7. All paint and powder coat finishes to be a satin finish unless otherwise noted in the Design Intent Drawings.
 8. All painted surfaces to have a clearcoat finish to add UV protection and protection from the elements.
 9. Finished work shall be uniform, crisp, accurate, visibly free from flow lines, streaks, bleeding, blisters, cracking, peeling or other imperfections, without over spray, or rounded corners.
 10. Mask & Spray: All masking shall be executed with a digitally cut vinyl mask which has an adhesive specifically designed for clean removal when promptly removed after painting and curing cycles.
 - a. No hand-cut masks shall be used.
 - b. Finished edges of masked graphics or copy shall be true, clean, and visibly free from overspray.
- L. Clear Coat:
1. A compatible protective UV/ Anti-Graffiti Clearcoat shall be applied to all painted surfaces. Fabricator to verify all product warranties and compatibility with applied to surfaces.
- M. Silk-screen, digital printing, and vinyl copy:
1. All letterforms, symbols or graphics shall be reproduced either by photographic or computer-generated means.
 2. Cutting shall be done such that edges and corners of finished letterforms will be straight, sharp and true.
 3. Letterforms with nicked, cut, ragged, rounded corners, and similar disfigurements will not be acceptable.
 4. Copy is to match the sheen of the copy panel background (satin).
 5. Surface of graphics shall be uniform in color finish, and free from striping, pinholes, and other imperfections.
 6. Images shall be uniform in color and ink thickness.
 7. Use only weather-resistant coating materials that are compatible with substrates.
 8. Silk-screened images shall be executed with photo-processed screens prepared from original electronic art.
 9. Silk-screening shall be highest quality, with sharp lines and no sawtooths or uneven ink coverage.

10. Images shall be free from squeegee marks and lines resulting from improper print stroke or screen off-contact.

N. Vinyl Sheeting:

1. Non-Reflective
 - a. Single Vinyl Product: All vinyl sheeting, inks and overlays shall maintain the same manufacturer and required specifications. Mixing products, processes or materials from different manufactures that voids warranties is not permitted.
2. Reflective Sheeting:
 - a. Single Vinyl Product: All vinyl sheeting, inks and overlays shall maintain the same manufacturer and required specifications. Mixing products, processes, or materials from different manufactures voids warranties and is not permitted.
 - b. 3M Certified Fabricator: Reflective Vinyl Printing shall be performed by a current accredited 3M Certified Fabricator or 3M Certified Digital Fabricator, which includes an annual onsite audit of manufacturing facilities, ensuring correct materials and processes are being used. Certification shall guarantee that the product will be covered by 3M MCS Traffic Warranty.
 - c. Use 3M High Intensity Reflective Sheeting or approved equal that meets MUTCD requirements for Community Wayfinding Signage (MUTCD Section 2D.50).
3. Perforated Sheeting:
 - a. Pre-perforated product with manufacturer's guarantee for function and warranty.

O. Illumination & Electrical:

1. Perform the complete electrical design for illuminated signs.
 - a. Illuminated signs shall be designed by an electrical engineer.
 - b. Illuminated signs shall be fabricated and wired to be compliant with current UL listing requirements.
 - c. Illuminated signs shall be UL Certified.
 - d. Internal illumination is required to provide adequate and even illumination over the face of the sign without hot spots or shadows.
2. Fabricator to verify location of power and electrical feed with the Owner's Representative prior to sign fabrication.
3. The disconnect switch is to be located in an inconspicuous location, not visible from the primary face(s) of the sign or the street.
4. All internally illuminated signs are to have a master timer with photoelectric eye on/off control to turn the sign on at night and off in the morning, and on during dark conditions.
 - a. Location of timer to be coordinated with and approved by the Owner's Representative, building owner/facilities department.
 - b. Illuminated signs must be connected to a building timer/photocell, not on individual timers & photocells.
5. All internally illuminated signs and channel letters shall be painted white on the interior using Matthews' reflective

white paint or shall be lined with 3M's Matte White Light Enhancement Film, to enhance and evenly distribute light.

6. Provide concealed access panel in an accessible location on all internally illuminated sign cabinets. Panels are to be flush, lightproof, and watertight.
 7. Internally illuminated signs are to have adequate internal system of ventilation to assure a uniform dissipation of heat from electrical components of electrically powered and illuminated signs, heat (solar) absorption by sign and other sources.
 8. Any openings in exterior surfaces must be internally baffled to prevent light leaks and prevent entry of rain, snow, wind-blown debris, and other foreign matter, and are to be covered with color-coordinated insect screen on the interior of the face.
 9. House all electrical components within sign cabinets, except for remote transformers as dictated by the Owner's Representative. All wiring and raceways within the sign are to be completely enclosed.
 10. Transformers for channel letters shall be remote transformers wherever possible.
 - a. If remote transformers are not applicable, then all electrical components shall be contained within the channel letter itself.
 - b. Remote transformers must be located within a location easily accessible for servicing without disturbing or interrupting room functions.
 11. Illumination to be provided by LED or fluorescent lamps as specified on design drawings.
 - a. Internally illuminated channel letters shall be illuminated using LED, unless otherwise noted on the design drawings.
 - b. Signs wired with high output lamps are to include spring-loaded static strips between each lamp.
 12. LEDs or other internal hardware must not be visible through translucent letterforms and graphics.
 13. Test and verify all illumination within the shop environment prior to shipping signs to site.
- P. Labels:
Only labels required by law are permitted on the exterior of the sign face.
1. Labels shall be located in a position as discreet as possible.
 2. Labels shall not be on the primary messaging faces or street facing side of the sign, unless dictated so by the local ordinance.
 3. No other labels are permitted on the signs.
 4. Fabricator contact information may be placed inside the sign on the access panel.

PART 3 - EXECUTION

3.1 DELIVERY, STORAGE AND HANDLING

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

3.2 DEMOLITION

- A. Fabricator is required to remove all existing signs as noted in the included Demolition plan and/or as identified in the Project Documents.
- B. Fabricator is to remove all below grade footings and foundations completely, fill with compacted soil, and repair landscaping. --OR-- Fabricator is to remove below-grade footings and foundations to a minimum depth of 8" below grade and repair landscaping.
- C. For exterior wall mounted signs and individual letters, Fabricator is to remove the sign, fill holes, power wash the façade and touch-up paint as required.
- D. Electrical connections are to be properly terminated for demoed illuminated signs.
- E. Fabricator is responsible for disposal of demolished signage. Recycling is recommended. Open dumping is prohibited. Coordinate with Owner's Representative.
- F. Fabricator to repair and bring to consistent look with surrounding area any areas or surfaces damaged or left exposed in an unfinished condition due to the removal of a sign.

3.3 PERMITS AND VARIANCES:

- A. Research relevant local code requirements and honor the same in fabrication and installation.
- B. Secure any and all necessary permits for signage installation. Coordinate with the Owner's Representative to secure variances, should any be required.
- C. Coordinate with the Owner's Representative to have all underground utilities properly located and marked. Any damage to below-grade utilities or structures for which the Owner or Owner's Representative has provided adequate location information is the responsibility of the Fabricator.

3.4 INSTALLATION

- A. General:
 1. The final Sign Message Schedule (or annotated layouts) and Sign Location Plan shall be consulted together to determine the precise location for each sign. Fabricator is to review any necessary adjustments and final locations with the Owner/ Owner's Representative.
 2. If installation subcontractors are utilized, the Fabricator must provide a company representative to act as on-site supervisor through the duration of the installation process to oversee any subcontracted installation work.
 3. Fabricator to maintain current signage and directional information during installation in order to continue to provide proper wayfinding. This can be done through the use of temporary signs or vinyl over existing sign faces.
 4. Fabricator to provide a site logistics plan indicating the work areas, proposed equipment, and power sources, extent and duration of street closures, and schedule time/dates of the respective sign installations. This schedule is to be updated on a weekly basis if changes occur.
- B. Locating Signs:
 1. Fabricator's installers must have applicable understanding of the 2010 Standards for Accessible Design (ADA) mounting guidelines, city zoning and other applicable federal, state, and local codes, general sign locating practices, and any particular unique installations.
 2. Installers are to follow the regulations, noted guidelines, custom notes within the Sign Message Schedule, and architectural details around an installation location for the best visual placement.
 3. Keep a reasonable distance from protruding objects.
 4. Any signage that is improperly located is to be moved to the proper location, and all repairs to wall surfaces and signage are to be handled by the Fabricator.
 5. If the installers are unable to make a decision about any sign locations, they shall contact the Designer, providing a graphic representation of the questionable area, or contact the Owner's Representative for on-site options. If there is a code requirement regarding the sign location, the installer must notify the Owner's Representative of the requirement.
- C. Mounting:
 1. Ensure every building-mounted sign location has the necessary blocking for safe and secure mounting. Where additional blocking is needed, recommend changes and additional associated costs, and receive approval prior to beginning installation.
 2. Ground signs are to be mounted on J-bolt footings or breakaway bases, centered on the concrete base or footing, unless otherwise specified in the Design Intent Drawings or required by code.
 3. All bolts, nuts, washers, and other fasteners shall match the sign material and finish.
 - a. If fastening dissimilar materials stainless steel fasteners shall be used, 300 series is preferred.

Galvanized steel is acceptable only if all exposed surfaces are properly sealed/coated to prevent corrosion.

4. Fabricator is required to specify mounting hardware and anchoring per the engineering of the signs. The visual appearance of the sign is not to be compromised from that shown in the Design Intent Drawings.
 5. Install all signage products such that there are no misalignments between visible components. Sign elements intended to be removable or changeable after installation must function as intended without binding, sticking, or blocking.
 6. All signs to be mounted level and true, and within the guidelines of applicable local, state, and federal codes including, but not limited to, the 2010 Standards for Accessible Design (ADA) and fire/life safety codes, where applicable.
 7. If signs are to be installed in a parking garage where the structural elements are not level due to the grade of the garage, the Owner is to decide whether the sign should be mounted level or aligned with the structural elements.
- D. Electrical:
1. The Owner or Owner's Representative will be responsible for providing a power source to within 10 feet of the base of each sign requiring power (either at grade or below grade).
 2. If a power source does not exist within 10 feet of an illuminated sign location, the Fabricator is to coordinate with the Owner/Owner's Representative, the means and methods necessary to pull power, such as sub-contracting a certified electrician.
 3. Fabricator to identify preferred junction locations with the Owner or Owner's Representative.
 4. Power is to be 120 or 277 (LED illumination should be 120) volts at 60 cycles unless otherwise noted by the Owner's Representative. Fabricator to confirm based upon location source with the Owner's Representative.
 5. Manipulate the existing conduit to its proper location, install an external disconnect, extend the conduit through the concrete base (or posts) to align with the point of hookup, and run the power supply through it.
 6. Conduit running from the disconnect to the sign shall travel within the concrete foundation directly into the sign, not on the foundation's surface.
 7. Perform final hook-up and verify proper working order of illuminated signage. This may not be an excluded service from the quote.
- E. Masonry/Footings:
1. All concrete bases for signage are to be poured in place from thoroughly mixed and agitated concrete.
 2. Footings are to extend beneath the frost line, or deeper to meet local code.
 3. All footings or bases should be poured within a form and level with grade unless otherwise specified in the Design Intent Drawings or as specified by state or local code.
 4. Foundation/footings should not extend above grade more than 2", unless otherwise indicated in Design Intent Drawings or required by state or local code.
 5. Foundation/footings with exposed edges shall be finished with a bevel or rounded edge to prevent chipping.
 6. It's recommended that the concrete be floated by machine or hand before finishing in order to embed larger aggregates, especially when part of the footing or base extends above ground.
 7. Concrete surface shall have a smooth or brushed finish grade appearance. Match the finish appearance of connecting concrete surfaces when applicable.
 8. All concrete bases and footings shall be edged to break any bond with the form and create a neat appearance. All forms should be removed once the concrete has properly cured.
 9. Provide the necessary templates, mounting plates, and hardware for concrete and masonry bases.
 10. All masonry (concrete block, poured concrete, brick, slab, veneer, mortar, etc.) is to be properly treated and protected to maintain the structural integrity of the masonry work with exposure to all environmental conditions found at the site. For exposed or visible masonry, this shall include the application of protective sealers or similar finishes to diminish the effects of close-proximity sprinklers or irrigation systems.
 11. Wet concrete with footers and posts must fully cure in place before signage is installed on the footers or mounted to the posts.
- F. Landscaping & Grading:
1. Landscaping around newly installed signs shall meet all local and state code requirements.
 2. Landscaping specifications identified in the Design Intent Drawings shall be met.
 3. All grades surrounding new signage shall ensure positive drainage.
 4. Signs within hardscape areas must be finished evenly with the existing hardscape surface and colored to match.
 5. Fabricator shall work with Owner's Representative to ensure existing sprinkler heads are adjusted to avoid water contact with newly installed signs.
 6. Signs within softscape areas, and their bases/posts (regulatory sign posts excluded), should be protected from routine landscape maintenance by the following methods:
 - a. Landscaping bed: minimum 1' wide from each direction around a sign, 6" deep, with aluminum edging and filled with material to match existing landscaping materials.
 - b. Concrete pad: added around each concrete base or sign post.
 - c. Stone bed: minimum 2' wide from each sign face, 6" deep, with 1/8" x 4" mill finished aluminum edging. Stone type to be coordinated with Owner's Representative and or match existing landscaping stone.
- G. Completion of installation:
1. Fabricator is to remove any protective covering, tape, or installation hardware.
 2. Fabricator is then to clean the sign per the manufacturer recommendations, ensuring that sign is clean from dirt, stains, fingerprints, tape residue, etc.
 3. All exposed hardware is to be touch-up painted on site as required, immediately following installation prior to punch list.
 4. All minor blemishes or marring are to be repaired such that the repairs are imperceptible. Components having permanent, non-removable scratches or defects are to be replaced completely.
- H. Site Safety and Restoration:
1. Fabricators are responsible for their own safety during the installation period.
 2. Maintain a safe environment for pedestrians and vehicular traffic during the installation period, following OSHA safety standards as necessary.
 3. Keep the Owner's premises and the adjoining premises, driveways, and streets clean and clear.
 4. Job site shall be left safe, neat, and clean at the completion of each day's operation.
 5. In addition to maintaining old or temporary signs for their directional or informational purposes, Fabricator is to maintain signage that meets or exceeds MUTCD and local standards during the installation period.
 6. At the completion of work, remove all rubbish, tools, equipment, and surplus materials, from and about the premises, and leave the site as originally found.
 7. Repair or correct damage to other contractors' work resulting from sign installation work.

3.5 INSPECTIONS & PUNCH LIST

- A. Finished work shall be of highest architectural fabrication quality to pass eye-level examination and scrutiny. Scratches, paint drips, sags, poor welds, and other visual defects are not acceptable.
- B. Owner/Owner's Representative reserves the right to inspect work in the fabrication shop in progress and before it is shipped to the job site for installation.
- C. Owner's Representative reserves the right to conduct a Punch List, which may include, but is not limited to, review of the following items:
 1. Adherence to Design Intent Drawings, graphic layouts, and shop drawings
 2. Sign location
 3. Foundation finish
 4. Light leaks
 5. Damage to sign from installation
 6. Completion of scope of work
 7. Errors and/or deficiencies
 - a. Based on the Punch List report the Fabricator may be required to make corrections or replacements in order to complete their contracted scope of work.
- D. If the Fabricator agrees to a timeline for a scheduled Punch List trip, and then does not complete their scope of work in time, requiring the trip to be delayed, the Fabricator will be responsible for charges associated in rescheduling the trip.
- E. Fully replace all signs that are in error relative to the working documents (final sign message schedule and design drawings).
- F. Correct any installation misalignments at no charge.
- G. The Fabricator's onsite representative is to complete a walk through with the Owner's Representative immediately following installation to identify any errors, such as construction or installation issues. Such errors are to be corrected in a timely manner, and to the satisfaction of the Owner's Representative.

END OF SECTION




Sign Message Schedule


Project Name: St. Joseph, Michigan


Date Issued: 12/2/2024

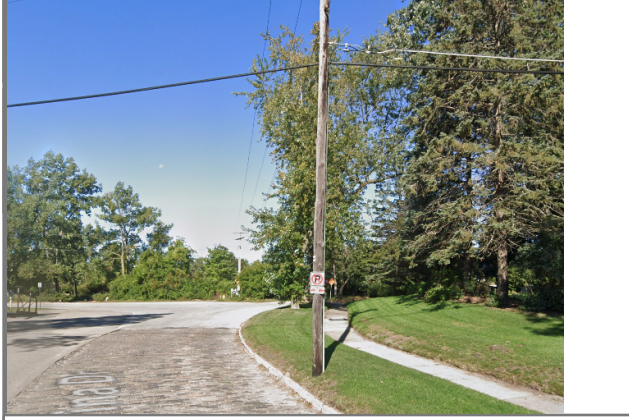
General Notes:


FOR BID

SIGN NUMBER	SIGN TYPE CODE				
001	G-1 6" Vehicular Guide				
SIGN MESSAGE	SIGN DETAILS	PHOTO			
<p>→ Tiscornia Beach ↑ Downtown St. Joseph</p>	<p>Sign Face Direction Northeast</p>				
NOTES	<p>Cross Streets M-63 & Momany Dr.</p>				
<p>Coordinate with MDOT to confirm they will allow replacement of existing brown sign. If not allowable, consider removing sign from package or replacing with custom panel.</p>	<p>District</p> <p>N/A</p> <p>Installation Conditions Soil</p> <p>Jurisdiction MDOT</p>				

SIGN NUMBER	SIGN TYPE CODE				
003	G-4a 4" Trailblazer, Existing Post				
SIGN MESSAGE	SIGN DETAILS	PHOTO			
<p>← Tiscornia Beach</p>	<p>Sign Face Direction Southeast</p>				
NOTES	<p>Cross Streets Momany Dr. & Upton Dr.</p>				
<p>Confirm that sign can be mounted to existing light post.</p>	<p>District</p> <p>N/A</p> <p>Installation Conditions Existing Post</p> <p>Jurisdiction City</p>				


SIGN NUMBER 005	SIGN TYPE CODE G-4 4" Trailblazer, utility post		
SIGN MESSAGE	SIGN DETAILS	PHOTO	
➤ Tiscornia Beach	Sign Face Direction Southwest		
NOTES	Cross Streets Upton Dr & Virginia Ct		
<p>Locating may be difficult. Preferred location would be prior to the intersection. If not possible, replace existing sign but make sure sign is facing traffic on Upton Dr.</p>	<p>District</p> <p>N/A</p> <p>Installation Conditions Existing Post</p> <p>Jurisdiction City</p>		


SIGN NUMBER 006	SIGN TYPE CODE G-4a 4" Trailblazer, Existing Post		
SIGN MESSAGE	SIGN DETAILS	PHOTO	
← Tiscornia Beach	Sign Face Direction Southeast		
NOTES	Cross Streets Marina Dr. & Ridgeway St.		
<p>Confirm that sign can be mounted to existing utility post. If sign cannot be mounted here, install G-3b, 6" Vehicular Trailblazer, utility post across intersection.</p>	<p>District</p> <p>N/A</p> <p>Installation Conditions Existing Post</p> <p>Jurisdiction City</p>		


SIGN NUMBER	SIGN TYPE CODE		
007	I-2	Municipal Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>Tiscornia Beach & Lighthouse</p> <hr/> <p>NOTES</p> <p>Single-sided.</p> <p>Replace existing brown sign.</p> <p>Alternative option would be to replace brown signs with directional signs from program or leave as-is and replace location 008.</p>	<p>Sign Face Direction Northeast</p> <p>Cross Streets Ridgeway St. & Tiscornia Park Dr.</p> <p>District N/A</p> <p>Installation Conditions Existing Post</p> <p>Jurisdiction City</p> <p>Demolition Required Yes</p>		


SIGN NUMBER	SIGN TYPE CODE		
008	X	Demolition Only	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
	<p>Sign Face Direction Southeast</p> <p>Cross Streets Tiscornia Park Drive</p> <p>District N/A</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Demolition Required Yes</p>		


SIGN NUMBER	SIGN TYPE CODE		
010	G-1	6" Vehicular Guide	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>→ Lakefront ↑ Downtown</p>	<p>Sign Face Direction Northeast</p> <p>Cross Streets M-63 & Port St.</p> <p>District N/A</p> <p>Installation Conditions Soil</p> <p>Jurisdiction MDOT</p> <p>Demolition Required No</p>		
NOTES			
Install where detour sign is located. Consider relocating bike route sign.			


SIGN NUMBER	SIGN TYPE CODE		
009	G-4a	4" Trailblazer, Existing Post	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>→ Downtown</p>	<p>Sign Face Direction Southeast</p> <p>Cross Streets Momany Dr. & M-63</p> <p>District N/A</p> <p>Installation Conditions Existing Post</p> <p>Jurisdiction City</p> <p>Demolition Required No</p>		
NOTES			
Confirm that sign can be mounted to existing light post.			


SIGN NUMBER 011	SIGN TYPE CODE G-2 4" 3-Line Vehicular Guide, New Post		
SIGN MESSAGE → Compass Fountain → Silver Beach CountyPark ↑ The Bluff	SIGN DETAILS Sign Face Direction Southeast Cross Streets Port St. & State St. District		PHOTO 
NOTES			
Sign should be installed prior to intersection. Remove existing brown sign .		Downtown Installation Conditions Soil Jurisdiction City Demolition Required Yes	


SIGN NUMBER 015	SIGN TYPE CODE G-3 6" Trailblazer, decorative post		
SIGN MESSAGE ← Krasl Art Center	SIGN DETAILS Sign Face Direction Southwest Cross Streets Main St. & Pearl St. District		PHOTO 
NOTES			
Location is difficult due to tree covering. Trees will need to be trimmed and maintained.		N/A Installation Conditions Soil Jurisdiction MDOT Demolition Required Yes	


SIGN NUMBER 016	SIGN TYPE CODE G-3 6" Trailblazer, decorative post		
SIGN MESSAGE ← Downtown	SIGN DETAILS Sign Face Direction Southwest Cross Streets Main St. & Elm St. District		PHOTO 
NOTES Consider installing to existing light post. Install new sign between light post and tree (yellow star.)		Downtown Installation Conditions Soil Jurisdiction MDOT Demolition Required No	


SIGN NUMBER 017	SIGN TYPE CODE R-1 Parking Identification		
SIGN MESSAGE [P] Broad St Lots →	SIGN DETAILS Sign Face Direction Southwest Cross Streets Main St. & Broad St. District		PHOTO 
NOTES Use Parking Guide Layout in DID.		Downtown Installation Conditions Existing Post Jurisdiction MDOT Demolition Required Yes	


SIGN NUMBER	SIGN TYPE CODE		
020	G-2	4" 3-Line Vehicular Guide, New Post	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>← Lakefront → Library → Parking [P]</p>	<p>Sign Face Direction Southeast</p> <p>Cross Streets Pearl St & Lake Blvd</p> <p>District The Bluff</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Demolition Required Yes</p>		
NOTES			
<p>Install across intersection (yellow start.)</p> <p>Remove library panel sign from post.</p>			


SIGN NUMBER	SIGN TYPE CODE		
100	R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[P]</p> <p>Lake Blvd Lot 5</p> <p>Free all day parking</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Lake Blvd & Elm St.</p> <p>District The Bluff</p> <p>Jurisdiction City</p> <p>Phase Parking</p> <p>Demolition Required Yes</p>		
NOTES			
<p>Remove southern-most sign (red X). Replace to north just prior to Elm St (yellow star).</p>			


SIGN NUMBER 021	SIGN TYPE CODE G-2 4" 3-Line Vehicular Guide, New Post		
SIGN MESSAGE → Compass Fountain → Lions Park → Silver Beach County Park	SIGN DETAILS Sign Face Direction Northeast Cross Streets Lake Blvd & Park St District The Bluff Installation Conditions Soil Jurisdiction City	PHOTO 	

SIGN NUMBER 022	SIGN TYPE CODE G-2 4" 3-Line Vehicular Guide, New Post		
SIGN MESSAGE ← Compass Fountain ← Lions Park ← Silver Beach County Park	SIGN DETAILS Sign Face Direction Northeast Cross Streets Lake Blvd & Park St District The Bluff Installation Conditions Soil Jurisdiction City Demolition Required Yes	PHOTO 	


SIGN NUMBER	SIGN TYPE CODE		
023	G-2	4" 3-Line Vehicular Guide, New Post	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>← Lions Park</p> <p>→ Compass Fountain</p>	<p>Sign Face Direction Southeast</p> <p>Cross Streets Park St & Lions Park Dr</p> <p>District</p> <p>Lakefront</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Demolition Required No</p>		

SIGN NUMBER	SIGN TYPE CODE		
024	I-2	Municipal Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>Lions Park</p> <hr/> <p>NOTES</p> <p>Remove existing sign.</p> <p>Consider installing sign closer to cross walk.</p> <p>Should trailhead sign be replaced?</p>	<p>Sign Face Direction Northeast</p> <p>Cross Streets Lions Park Dr</p> <p>District</p> <p>Lakefront</p> <p>Installation Conditions Sand</p> <p>Jurisdiction City</p> <p>Demolition Required Yes</p>		


SIGN NUMBER 025	SIGN TYPE CODE G-3a 6" Trailblazer, Existing Post		
SIGN MESSAGE ↖ Lakefront ↑ Downtown	SIGN DETAILS Sign Face Direction Northeast Cross Streets Lakeshore Dr & Lake Blvd District N/A Installation Conditions Soil Jurisdiction MDOT Demolition Required No		PHOTO 
NOTES			
Sign type and location require further discussion. To include two messages, we may need to shrink the text from 6" to 5".			


SIGN NUMBER 018	SIGN TYPE CODE G-3 6" Trailblazer, decorative post		
SIGN MESSAGE → Downtown	SIGN DETAILS Sign Face Direction Northeast Cross Streets Main St. & Broad St District Downtown Installation Conditions Concrete Jurisdiction MDOT Demolition Required Yes		PHOTO 


SIGN NUMBER 019	SIGN TYPE CODE G-3	6" Trailblazer, decorative post	
SIGN MESSAGE → Krasl Art Center	SIGN DETAILS Sign Face Direction Northeast	PHOTO	
NOTES Demo Library sign in previous block. Client team to determine if this needs to be replaced. Replace in existing location.	Cross Streets Main St. & Park St. District N/A Installation Conditions Soil Jurisdiction MDOT Demolition Required Yes		


SIGN NUMBER 101	SIGN TYPE CODE R-1	Parking Identification	
SIGN MESSAGE [P] Lake Blvd Lot 4 Free all day parking	SIGN DETAILS Sign Face Direction Northeast and Southwest Cross Streets Lake Blvd & Elm St. District	PHOTO	
NOTES Remove from current location and install in starred location.	The Bluff Jurisdiction City Phase Parking Demolition Required Yes		


SIGN NUMBER	SIGN TYPE CODE		
102	R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[P]</p> <p>Lake Blvd Lot 3</p> <p>Free all day parking</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Lake Blvd & Broad</p> <p>District</p> <p>The Bluff</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Phase Parking</p> <p>Demolition Required Yes</p>		
NOTES			
Replace existing.			


SIGN NUMBER	SIGN TYPE CODE		
103	R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[P]</p> <p>Lake Blvd Lot 2</p> <p>Free all day parking</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Lake Blvd & Broad</p> <p>District</p> <p>The Bluff</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Phase Parking</p> <p>Demolition Required Yes</p>		
NOTES			
Replace existing.			


SIGN NUMBER	SIGN TYPE CODE		
026	I-2	Municipal Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
Lake Bluff Park	Sign Face Direction Northeast and Southwest		
NOTES	Cross Streets Lake Blvd & Broad St		
Install perpendicular to Lake Blvd.	District Lakefront		
	Installation Conditions Sand		
	Jurisdiction City		
	Demolition Required Yes		


SIGN NUMBER	SIGN TYPE CODE		
104	R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
[P]	Sign Face Direction Northeast and Southwest		
Lake Blvd Lot 1	Cross Streets Lake Blvd & Broad		
Free all day parking	District The Bluff		
NOTES	Installation Conditions Soil		
Replace existing.	Jurisdiction City		
	Phase Parking		
	Demolition Required Yes		


SIGN NUMBER 027	SIGN TYPE CODE G-2	4" 3-Line Vehicular Guide, New Post	
SIGN MESSAGE ← Krasl Art Center ← Library → Lakefront	SIGN DETAILS Sign Face Direction Southeast Cross Streets Broad St & Lake Blvd District The Bluff	PHOTO 	

SIGN NUMBER 011a	SIGN TYPE CODE G-5	4" 2-Line Vehicular Guide, New Post	
SIGN MESSAGE ↑ Compass Fountain ↑ Silver Beach County Park	SIGN DETAILS Sign Face Direction West Cross Streets Port St. & State St. District Downtown Installation Conditions Soil Jurisdiction City Demolition Required Yes	PHOTO 	
NOTES Remove existing brown sign . NOTE: SIGN TO BE INSTALLED PARALLEL TO PORT STRETT			


SIGN NUMBER 105	SIGN TYPE CODE R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[P]</p> <p>Main St Lot 1</p> <p>Three hour parking</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Main St. & Ship St</p> <p>District</p> <p>Downtown</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Phase Parking</p> <p>Demolition Required Yes</p>		
<p>NOTES</p> <p>Replace existing.</p> <p>City to review additional signs in lot and determine if they need replacing</p>			


SIGN NUMBER	SIGN TYPE CODE		
106	R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[P]</p> <p>Court St Lot 1</p> <p>Free all day parking</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Main St. & Ship St</p> <p>District</p> <p>Downtown</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Phase Parking</p> <p>Demolition Required Yes</p>		
NOTES			
<p>Replace existing.</p> <p>City to review additional signs in lot and determine if they need replacing</p>			


SIGN NUMBER	SIGN TYPE CODE		
109	R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[P]</p> <p>Broad St West Lot</p> <p>Free all day parking</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Broad St & Church Street</p> <p>District</p> <p>Downtown</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Phase Parking</p> <p>Demolition Required Yes</p>		
NOTES			
<p>Replace existing.</p> <p>City to review additional signs in lot and determine if they need replacing</p>			


SIGN NUMBER	SIGN TYPE CODE		
108	R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[P]</p> <p>Broad St West Lot</p> <p>Free all day parking</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Church St & Broad St</p> <p>District</p> <p>Downtown</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Phase Parking</p> <p>Demolition Required Yes</p>		
NOTES			
<p>Replace existing.</p> <p>City to review additional signs in lot and determine if they need replacing</p>			


SIGN NUMBER	SIGN TYPE CODE		
107	R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[P]</p> <p>Broad St East Lot</p> <p>Free all day parking</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Church St & Broad St</p> <p>District Downtown</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Phase Parking</p> <p>Demolition Required Yes</p>		
NOTES			
<p>Replace existing.</p> <p>City to review additional signs in lot and determine if they need replacing</p> <p>Need photo.</p>			

SIGN NUMBER 111	SIGN TYPE CODE R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[P]</p> <p>State St West Lot</p> <p>Free all day parking</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets State St & Elm St</p> <p>District</p> <p>Downtown</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Phase Parking</p> <p>Demolition Required Yes</p>		
<p>NOTES</p> <p>Replace existing.</p> <p>City to review additional signs in lot and determine if they need replacing</p>			

SIGN NUMBER	SIGN TYPE CODE		
112	R-1	Parking Identification	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[P]</p> <p>State St East Lot</p> <p>Free all day parking</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets State St & Elm St</p> <p>District</p> <p>Downtown</p> <p>Installation Conditions Soil</p> <p>Jurisdiction City</p> <p>Phase Parking</p> <p>Demolition Required Yes</p>		
NOTES			
<p>Replace existing.</p> <p>City to review additional signs in lot and determine if they need replacing</p>			

SIGN NUMBER	SIGN TYPE CODE		
202	K-1	Pedestrian Kiosk	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[northeast face]</p> <p>→ Lake Blvd Parking Lots 2 min</p> <p>→ Lake Bluff Park 2 min</p> <p>→ Stairs to Lakefront 3 min</p> <p>[southwest face]</p> <p>← Lake Blvd Parking Lots 2 min</p> <p>← Lake Bluff Park 2 min</p> <p>← Stairs to Lakefront 3 min</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets State St & Broad St</p> <p>District</p> <p>Downtown</p> <p>Installation Conditions Concrete</p> <p>Jurisdiction City</p>		
NOTES			
<p>Install where plants are, relocate planters.</p>			

SIGN NUMBER	SIGN TYPE CODE		
203	K-1	Pedestrian Kiosk	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[northeast face]</p> <ul style="list-style-type: none"> → Lake Bluff Park 2 min → Stairs to Lakefront 6 min <p>[southwest face]</p> <ul style="list-style-type: none"> ← Lake Bluff Park 2 min ↑ Bandshell 2 min ↑ Arboretum 4 min 	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets State St & Ship St</p> <p>District</p> <p>Downtown</p> <p>Installation Conditions Concrete</p> <p>Jurisdiction City</p>		
NOTES			
Consider relocating planters			

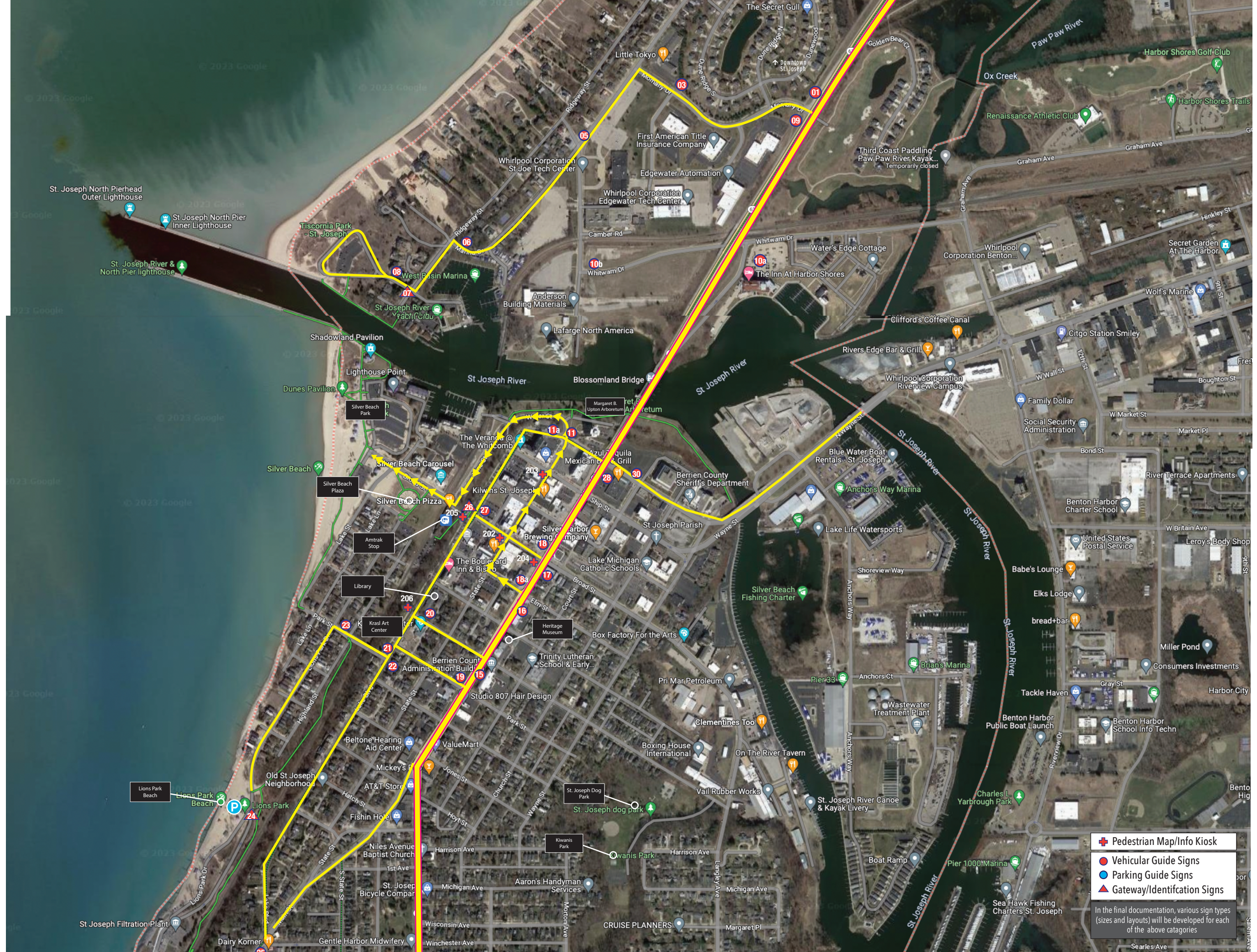
SIGN NUMBER	SIGN TYPE CODE		
204	K-1	Pedestrian Kiosk	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[northeast face]</p> <ul style="list-style-type: none"> → The Bluff District 3min → Stairs to Lakefront 3 min → State St. Shops & Dining 1 min <p>[southwest face]</p> <ul style="list-style-type: none"> ← The Bluff District 3 min ← Stairs to Lakefront 3 min ← State St. Shops & Dining 1 min 	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Main St & Broad St</p> <p>District</p> <p>Downtown</p> <p>Installation Conditions Concrete</p> <p>Jurisdiction City</p>		
NOTES			
Consider relocating planters			

SIGN NUMBER	SIGN TYPE CODE		
205	K-1	Pedestrian Kiosk	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[northeast face]</p> <p>← Downtown 2 min</p> <p>→ Stairs to Lakefront</p> <p>↑ Krasl Art Center 5 min</p> <p>[southwest face]</p> <p>← Stairs to Lakefront</p> <p>↑ Arboretum 8 min</p> <p>↑ Bandshell 6 min</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Lake Blvd & Broad St</p> <p>District The Bluff</p> <p>Installation Conditions Concrete</p> <p>Jurisdiction City</p>		

SIGN NUMBER	SIGN TYPE CODE		
206	K-1	Pedestrian Kiosk	
SIGN MESSAGE	SIGN DETAILS	PHOTO	
<p>[northeast face]</p> <p>← Krasl Art Center</p> <p>← Library</p> <p>↑ Stairs to Lakefront 4 min</p> <p>[southwest face]</p> <p>↑ Stairs to Lakefront 4 min</p> <p>↑ Arboretum 12 min</p> <p>↑ Bandshell 10 min</p>	<p>Sign Face Direction Northeast and Southwest</p> <p>Cross Streets Lake Blvd & Pearl St</p> <p>District The Bluff</p> <p>Installation Conditions Concrete</p> <p>Jurisdiction City</p>		

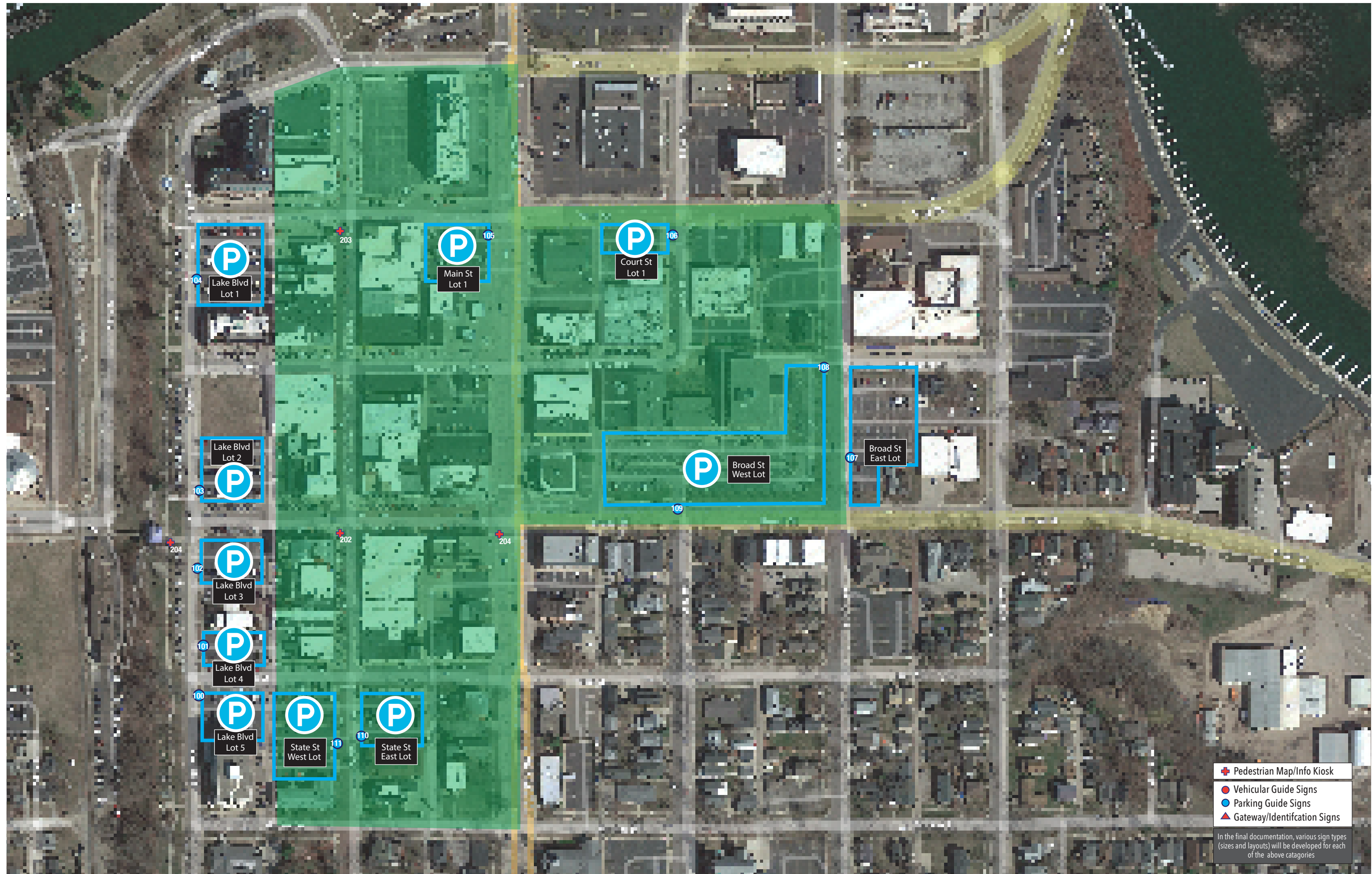
SIGN NUMBER	SIGN TYPE CODE		PHOTO
010b	G-3	6" Trailblazer, decorative post	
SIGN MESSAGE	SIGN DETAILS		PHOTO
← Paddlers Park	Sign Face Direction East Cross Streets Whitwam Dr Installation Conditions Soil Jurisdiction City Phase Phase 1		

SIGN NUMBER	SIGN TYPE CODE		PHOTO
010a	G-1	6" Vehicular Guide	
SIGN MESSAGE	SIGN DETAILS		PHOTO
← Paddlers Park	Sign Face Direction East Cross Streets Whitwam Dr Installation Conditions Soil Jurisdiction City Phase Phase 1		



- + Pedestrian Map/Info Kiosk
- Vehicular Guide Signs
- Parking Guide Signs
- ▲ Gateway/Identification Signs

In the final documentation, various sign types (sizes and layouts) will be developed for each of the above categories



- Pedestrian Map/Info Kiosk
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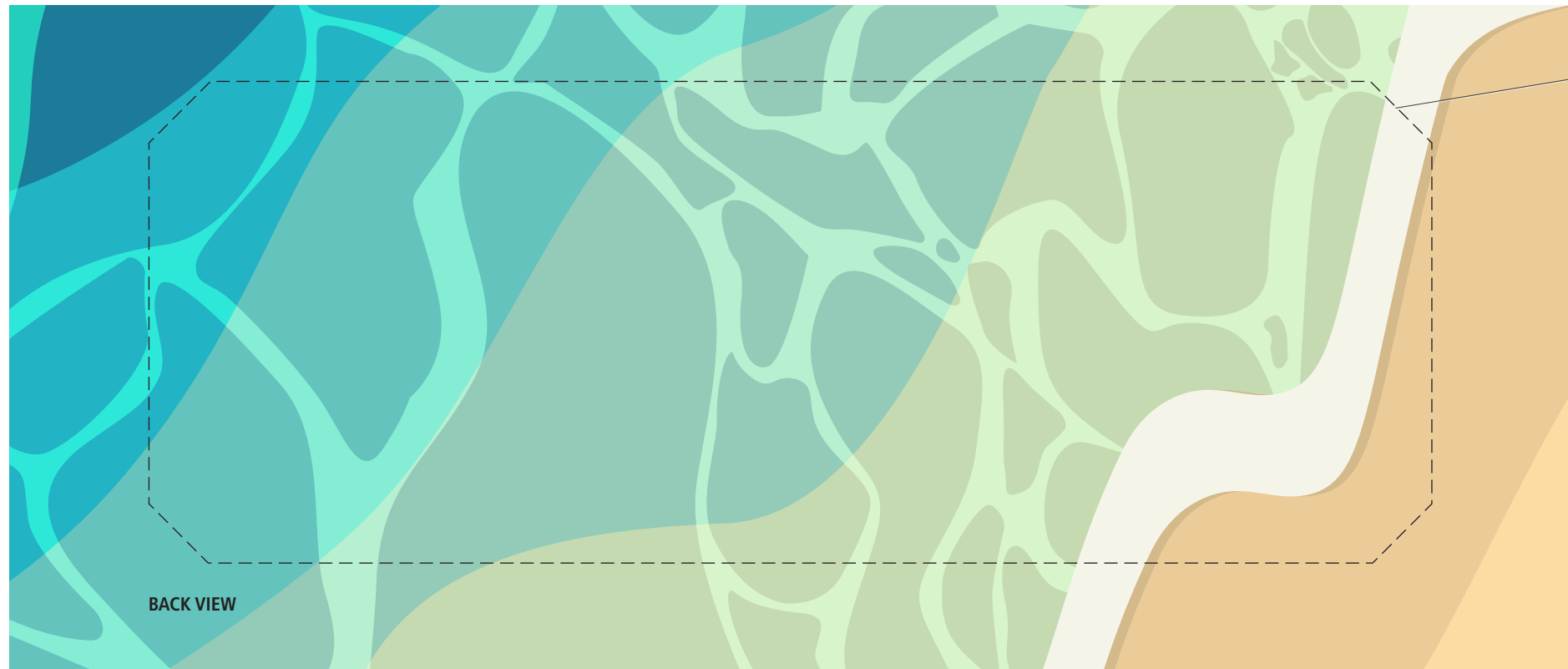
Bid Sample Drawing



FRONT VIEW

1 1/8" aluminum panel with full face reflective graphics digitally printed onto 3M Diamond Grade DG Reflective Sheeting and 1170 laminate. Minimum 10 year warranty.
Supplier:
 Sherine Industries Ltd.
 1-800-665-0566
 www.sherineindustries.com
 (OR ALTERNATE WITH SIMILAR WARRANTY)

- 1  **White**
3M Diamond Grade DG 4090
- 2  **Navy**
Pantone PMS 302C
MP06161 Ming Vase



BACK VIEW

SCALE

1/2" = 1"

DATE DESCRIPTION

08.23.24 Bid Sample



CORBIN
DESIGN

415 S Union, 2nd Floor
 Traverse City, MI 49684
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