



IFB15-292: ADDENDUM 1

Phase 1: Exterior Wayfinding Signage Fabrication and Installation

Addendum 1 includes:

- Meeting Notes from the Mandatory Pre-Bid Meeting
- Sign-in Sheet from the Mandatory Pre-bid Meeting
- Additional Question / Answers
- Phase 1 - Demolition Plan (Separate File)

Vendor shall acknowledge the receipt of all addenda supplied by LCCC via the Addenda Acknowledgment Form provided in the IFB.

Phase 1 Demolition Plan

The Phase 1 Demolition Plan document demonstrates the existing sign types that will need to be removed or demolished for the implementation of the Phase 1: Exterior Wayfinding Signage System. A sign location plan and drawings of the existing leafraked monument signs and the aluminum directional signs are also included for reference.

Vendor is to include their pricing for the demolition within their submittal. Vendor shall supply their pricing by utilizing the charts supplied on pages 1 thru 4 in the Phase 1-Demolition Plan document. These pages shall follow the Base Bid Pricing within the vendor's submittal and will not be considered as part of the page count.

The awarded contractor will be responsible for reclamation after signs are taken down and demolished. Pricing should also take the following into consideration:

Leafraked Signs

Remove entire sign, including vertical concrete supports. The horizontal footers can be left in place if they can be separated from the vertical sign supports. Back fill the holes with dirt up to 6" below existing grade. The last 6" of the back fill should be top soil. Both the backfill dirt and top soil are available at a site on campus. LCCC will seed or sod on top of backfilled topsoil.

Aluminum Signs (A-01, A-02, B-01 to B-21, J-01, J-02)

Remove sign. Sign can be cut off at the top of the vertical concrete footing. Backfill hole with top soil. Top soil is available at a site on campus. LCCC will seed or sod on top of backfilled topsoil.

Building Identification Letters

The contractor is to patch the holes in the concrete when they remove the lettering from the buildings. LCCC will provide recommendations of what material to use to the selected vendor.

Irrigation

Small irrigation repairs will be done by LCCC. However, if the contractor tears up the ground and/or turf with their construction equipment like a crane, backhoe, bulldozer, etc. which will require larger repairs the contractor will be responsible for the repair.

Phase 1: Exterior Wayfinding Signage Fabrication and Installation Mandatory Pre-Bid Meeting March 26, 2015, 10:00am, Room CCC 179 at LCCC

ATTENDEES:

- Tim Macnamara, LCCC
 - Carol Hoglund, LCCC
 - Sheri Johnson, LCCC
 - Bill Zink, LCCC
 - George Lim, Tangram
 - Angela Serravo, Tangram Design
 - Marc Bonkoski, Schlosser Signs
 - Micah Carmack, Trademark Visual
 - Jessica Cooper, Sign Pro
 - Bill Ferguson, YESCO
 - Sheldon Marshall, YESCO
 - Herm Medina, YESCO
 - Mark Thacker, YESCO
 - Neil Flesher, Take Form Arch Graphics
 - Enoch Hart, Wyoming Signs
 - Gary Hognig, Eco Construction
 - Paul Lastofka, Boyd Sign System
 - Bill Roberts, AGI
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MEETING NOTES:

Greetings and Introductions

Carol Hoglund and Tim Macnamara from Laramie County Community College and George Lim from Tangram Design thanked everyone for their interest in LCCC and this project. Lots of fabulous things are happening on the LCCC campus with the expansion of its facilities by two new buildings in the very near future. Signage for these two new buildings is not included in this phase of wayfinding, but companies should be aware that construction will be going on during the time they will be working on campus.

Participants introduced themselves and were asked to complete their information on the Mandatory Pre-bid Sign-In Sheet.

Mr. Lim explained Tangram Design encourages questions during this meeting. It is important that each company that plans to bid have the same and accurate information. After today's meeting all questions must be submitted in writing (emails accepted) no later than Tuesday, March 31, to Carol Hoglund. Her email address is choglund@lccc.wy.edu. Answers will be provided to all companies who attend today's meeting.

Mr. Lim and Ms. Serravo presented slides on the concepts of the project and how the designs were developed to complement the College and the community. LCCC's brand was an important factor in design and companies should pay close attention to color matching. The railroad is a huge entity in Wyoming and has played an important part in Wyoming's history. Designs were developed to reflect not only this part of Wyoming's past, but also their future. Signage was designed as modular units that could easily be changed to reflect the ever changing growth of the campus. Spacing between the removable sign slats was intentionally added to accommodate the Wyoming winds.

The College has a mix of modern and contemporary buildings. This mix of architecture, with its different structural elements, will play an important role in the fabrication and installation of the signage. Removal/Demo of previous signage is part of the proposals.

RFP Review

The RFP documents are posted on several sites including LCCC's web page. Those attending who did not bring the design documents were provided a copy.

Questions on the RFP included:

- Will this be a prevailing wage job?
Yes
- Will stamped engineering be required?
Yes
- Are we to bid as spec'd?
Yes. Any changes must be submitted to the College and approved by LCCC and Tangram before the final bid deadline. Bid toward actuals first. The fabricator is encouraged to make recommendations for specific changes, if they will improve the quality or cost-effectiveness of fabrication while preserving Tangram's visual design intent. However, any such recommendations must be approved in writing by Tangram and LCCC at the time of the bid. Should the fabricator be contracted based on a proposal that assumes substitutions that have not been properly approved, the fabricator is responsible for providing all elements as originally indicated at their own expense.
- Is Statute Regulation 4.1, referred to in the RFP, the five percent preference to Wyoming Contractors?
Yes, a five percent preference is given to instate bidders.
- When are the proposals due?
Proposals are due by April 7, 2015. Installation should be completed by mid-August before classes start. The proposal should include deadlines. Bidders should be aware Cheyenne Frontier Days is the last full week of July and this should be factored in when scheduling work. Tourists fill the city and lodging is difficult if not impossible to obtain. Traveling around town can also be impaired. The College will be closed two days during that week to allow for practice and the Thunderbird Air Show. It is very difficult to work this week. This could present a risk in meeting deadlines.
- Is the OSHA 10 hour requirement for all workers?
This applies to the superintendent on site.
- When is the final install?
August 14, 2015
- Is the bidder the prime contractor?
There is no prime contractor. People attending this meeting are considered the contractor.

Fabricated Performance and Material Requirement Restrictions

Questions included:

- Do the paints and finishes have to be as specified or can it be done by any vendor?
It is preferred to use the recommended vendor. If choosing another vendor, all warranties, specs, and exact color must meet or exceed the recommended vendor and receive prior approval.
- Are permits required?
This project does not require permits.

Mock-Up and Prototype Requirements

Questions included:

- What is the purpose of the mock-ups and what material should be used for them?
“Mock-ups of the building identification signs must be fabricated and temporarily installed on-site for review and approval by LCCC and Tangram before the building identification prototypes may be fabricated. The building identification mock-ups will help to field verify sizing for these sign types. Full-scale mock-ups should be made of a durable product that will allow LCCC and Tangram the ability to review the mock-up easily on-site.”

- Mock-ups are done to allow for changes prior to the final product. Any changes at that point would be reflected on new drawings.*
- What is the turnaround time for approvals?
The turnaround time depends on what specifically is being approved. Usually, if it involves the review on site, then a day turnaround is reasonable. Drawings and shops are approved in 2 – 4 days on average, depending on the document. It is important to LCCC and Tangram that the project is completed on time, so every effort will be made to reduce the amount of turnaround time.
- What would the expected life of a mock-up be?
It is not required to last beyond the demonstration.
- Should the actual install crew attach the mock-ups and is it expected any drillings be used not only for the mock-ups but the final project?
Yes. Hopefully, the drill holes used for the mock-ups could be used for the final product. Installation of the mock-ups may require cranes and/or other special equipment. In some cases demo will need to be done to old signage prior to the prototypes going up.
- Before installation will they be inspected?
Yes. A shop visit will be done to make sure the sign meets standards.
- Will all current signs be demolished?
Most of them. During the site walk the sign types will be pointed out. The addendum will include a Demolition Plan for vendors to bid upon which shall be included with their submittal.
- What utilities or other existing conditions should the installers be aware of?
There is a utility tunnel that runs through the pedestrian corridor that may affect signs in the mall area. Utilities will be marked by LCCC. However, some places have public gas lines and the company can be called to come locate the lines.
- Will the vendor be responsible for repair or damage to shallow utilities, like irrigation lines?
Small irrigation repairs will be done by LCCC. However, if the contractor tears up the ground and/or turf with their construction equipment like a crane, backhoe, bulldozer, etc. which will require larger repairs the contractor will be responsible for the repair.

Mock-up/Prototype Sign Location Plan - Page 6 - Page six indicates the sign locations of mock-ups and prototypes. This will be clearer during the site walk. No questions for this area.

Graphic Elements

Tangram will provide the fabricator with layout guidelines and electronic artwork. But, the final copy layouts are the responsibility of the fabricator.

Questions included:

- Who's responsible for the wayfinding snap in directories?
These map inserts will be produced in house by LCCC. Vendor is responsible to provide the snap frame.

Sign Family - Pages 8, 9, and 10 - These give a visual reference for all sign types that will be produced. No questions on Sign Family.

Details and Technicalities – Pages 11-38

Questions included:

- How does the collar attach to the pole? Is it an off-the-shelf collar or a custom collar?
The collars will be mechanically fastened to the pole. Collars will be custom. The poles taper so an off-the-shelf collar wouldn't keep the panel straight. Sign face should be mounted straight.
- Are you envisioning water-jet cuts or castings?
Water-jet cut is suitable or C & C from stock.
- Is it possible to use $\frac{3}{4}$ aluminum instead of steel?
Materials must meet specs. Bid toward existing I Beam.

Vehicular Directional – Page 12

The intent of this page is to illustrate the use of the I Beams to go back to the heritage of the Wyoming railroads. Note there is a locking panel on the opposite side to secure the slide-in panels. When fabricating the signs, make sure the panels don't rattle in the wind. I Beams are easily attainable and will always be around. They have a raw look that compliments the cleaner attachments. It was suggested to look at the materials specified very carefully and not to deviate from them.

Questions included:

- On the web and the flange of the I Beam, are there routed edges?
Raw I Beams are preferred.

Vehicular Directional – Page 13

It will be important to secure the panels to prevent the slats from random theft.

Questions included:

- Will security screws work?
Bid as noted in design intent drawings with all exposed fasteners to be tamper-proof.
- Then, just a standard screw is recommended?
Bid as noted in design intent drawings with all exposed fasteners to be tamper-proof.

Freestanding Building Identification - Page 21

The majority of signs are one-sided with the exception of one sign that is designed as double-sided. This sign is identified in the message schedule.

Questions included:

- To attach, will through bolts be used from one angle to the other or is the intent to weld them?
Yes, edge weld. No heavy bead. Welded with some sanding.

Critical Details:

Be conscious of the varying types of building surfaces. Raked concrete is hard to level and secure to prevent sagging, as it is not a level surface.

Questions included:

- What is the intent of the spacers that push off the wall?
No specific type of spacer is intended. Metal, tubes, washers, etc. could be incorporated. This should be based on what could be used for the best installation to make it level.
- Do the spacers have to be finished?
No, they will be unseen.

F.3B Building Identification Sign – Page 26

This sign will require mounting to the ground and the soffit. Take into consideration mounting when bidding the project. These are not load bearing, but must be secure and nice and tight. They will have to be field verified.

Questions included:

- Will they be attached to concrete?
Yes.

B.2 Vehicular Directional – Page 14

This is the only wayfinding sign that connects to a building. The building has a precast twin T that the sign has to be attached to. It is recommended attaching the sign to the ribs to keep it in the same plain. Caution must be taken as pre-stressed cables are contained inside the Tees.

Questions included:

- Is the attachment method for clamps flexible?
Yes, it is flexible because it is unseen.
- Must it be welded to the aluminum face?
It must be secure, but not necessarily welded.
- Are some signs attached to the ground?
Yes. During the site walk you will observe these.
- Will demolition be added to the addendum?
Yes.

Site Location Plan – Page 39 - No questions

Parking Location Plan – Page 40 -This illustration not only shows parking signage, but indicates the future site of the Student Center building. The other new building will be at the east end of the mall by Lot F. No questions.

Pedestrian Directional Sign Location Plan – Page 41

These signs are not to be mounted in the center, but the varying edges of the grass medium to avoid the signs being blocked by the light poles. The illustration should help with the location of these signs.

Questions included:

- Will a site plan be provided for the demolition?
There currently is not a site plan for this, however a list of signs that need to be demolished will be included in the addendum.

- Are there any signs LCCC wants to save?
Some thought will be given to this, but at this point in time, there are none.
- Can they be cut to grade?
Yes, in some cases. Others will have to have concrete work.
- Will the College take care of the electrical work?
Yes.
- Who is responsible for reclamation after signs are taken down and demolished?
This will be clarified in the addendum.
- Does LCCC have published safety standards or accepted practice standards?
No. Follow OSHA regulations.

Closing Remarks:

A critical point is not to change the design, the intent must be held, but the fabrications can be altered to improve the project if approved by LCCC and Tangram.

To see where LCCC is headed, new buildings can be viewed in detail on the LCCC website. Identification signs will be attached to these new building surfaces in future phases of the project.

Also, remember that during the time work is slated, the buildings will be occupied and some work may have to be arranged to accommodate classes and tests.

After today, submit in writing (email accepted) any questions to Carol Hoglund at choglund@lcc.wy.edu. Questions will be accepted up until March 31, 2015. Answers to the questions, a list of who attended this meeting, and the addendum will be published. Do not submit questions to Tangram Design. Carol Hoglund will obtain answers from the appropriate people to ensure all questions are appropriately addressed.

Bill Zink and Tim Macnamara will be points of contact for the installation.

A walk through followed the meeting.

LARAMIE COUNTY COMMUNITY COLLEGE

Phase 1: Exterior Wayfinding Signage Fabrication & Installation

MANDATORY PRE-BID SIGN-IN SHEET

PRINT NAME	COMPANY	PHONE #	EMAIL
BILL FERGUSON	YESCO	3-435-8300	B.Ferguson@yesco.com
TIM MACNAMAR	LCCC	307-778-1256	tmacnama@lccc.wy.edu
MARC BONKOSKI	SCHLOSSER SIGNS	3-909-4918	marc@schlossersigns.com
GARY HOGNIG	ECO Construction	407-478-3258	Gory@ECOGC.com
JESSICA WOOPER	SIGN PRO	307-632-0320	jess@signprowyoming.com
MICAH CARMACK	Trademark Visual	303-521-2148	smuller@trademarkvisual.com
Sheldon Marshall	YESCO Custom Signs	720-458-7136	smarshall@yesco.com
PAUL LASTOFKA	BOYD SIGN SYSTEMS	720-556-7333	PAUL@BOYDSIGNSYSTEMS.COM
Mark Thacker	YESCO	720-458-7113	mthacker@yesco.com
NEIL FRESHER	TAKEFORM ARCH. GRAPHICS	303-358-4600	neil@neilfresherassoc.com
HERN MEDINA	YESCO	720-458-7118	HMEDINA@YESCO.COM
Bill Roberts	AL I ^{William} CLARK	800-877-7868	WCLARKE@ALISIGN.COM
Enoch Hart	Wyoming Signs	307-315-1305	Enoch@wyosigns.us
ANGELA SERRAVO	TANGRAM DESIGN	303-777-8878	angela@tangramdesignllc.com
Bill Zink	LCCC	307-778-1121	bzink@lccc.wy.edu
George Lim	TANGRAM	3-777-8878	george@tangramdesignllc.com

Phase 1: Exterior Wayfinding Signage Fabrication and Installation Additional Questions / Answers

- How much weight can the tunnel handle? Pick up truck and/or a small crane truck will be able to drive up on that area?
We will allow a pickup truck to drive over the tunnel. The tunnel in the south mall sidewalk and the north mall sidewalk will handle a small crane truck but both sidewalks are limited to 8 ft. widths.
- What is the procedure for submitting paint samples? We are equipped with a state-of-the-art Sherwin Williams paint department. We use a paint formulation with very similar performance to Matthews Paint and a warranty that is also similar. At your request, we will supply you formulations specifications and warranty info. We would like to submit our SW paint samples for review/approval prior to bid due date.
Fabricators may substitute using the Sherwin Williams Paint. No paint samples will be required at this time. These samples will be required however by the selected contractor if substitution is used. Should the fabricator be contracted based on a proposal that assumes this substitution, the fabricator is responsible for all warranties, specs, and exact color to meet or exceed the recommended vendor. If fabricator's substitution is unable to meet the quality and performance of the Matthews Paint, the fabricator will be responsible for producing all elements as originally spec'd at their own expense.
- (Page 38 of the design packet) Preliminary engineering is coming back with anchor bolts above ground to meet specification. Any issues with this?
No, LCCC does not have any issues with exposed anchor bolts, but keep as close to grade as possible. If this requires any concrete footing to come above ground, footer must be covered by adjacent ground cover. The fasteners must also be corrosion resistant.
- Would fabricators be responsible for the patch and the repairs to the buildings after the removal of old signs?
The contractor is to patch the holes in the concrete when they remove the signs from the buildings. LCCC will provide recommendations of what material to use to the selected vendor.
- Sign type B-2...The clamping system is mounted to the wall with what type of fasteners? Can an alternate mounting system be used(direct into top ridge of valley...no clamps)
The type of fasteners are to be determined by the fabricator. An alternate mounting system can be used, however it is recommended attaching the sign to the ribs (the side of the ribs are best but the face is acceptable) to keep it in the same plain. If mounting to ribs, caution must be taken as the building has a precast twin T with pre-stressed cables contained inside the Tees. All clamps or mounting mechanisms must be hidden and out of line-of-sight. We would prefer the mounting holes drilled and an epoxy anchor system used instead of an expansion type system to reduce the chances of cracking and spalling of the concrete walls and tees.
- Sign type C-4...Tapered pole...do you have a circumference of the pole at both elevations and are all poles identical?
Circumference of the poles at each elevation is not available at this time. Select vendor will need to field verify. Poles are identical.

- Sign type F.3B...Don't understand drawing entirely....is there a directory being placed on 2in downpole? Please resubmit clarification if possible.
Yes. A snap frame directory similar to what is used on the directory sign (sign type D.1) is mounted onto the vertical wall. Page 26 of the design intent document illustrates and calls out the 24" x 36" snap frame that is to be attached to the vertical wall.
- Demo walk thru... I was unable to attend due to flight schedule...do you have a total demo on campus...both walls signage and ground signs..are pictures available?
See Phase 1 Demolition Plan document.
- Sign Types typical of - E.1 / D.1 - There is a concern about potential twisting of the beams as they are cut and then notched. Has this been considered?
Yes. Ibeams should be precision cut by a machine and not hand cut or hand routed. All cuts and notches into the Ibeams must be cut accurately to ensure the sign panels fit securely and are straight.
- Are there drawings available of the existing signs that will be removed as part of the scope?
Drawings of the leafraked building identification monument signs and the aluminum directional signs are provided in the Phase 1 Demolition Plan document.
- On Page 14 - B.2 - will the concrete be x-rayed for the tension cable system or how will that be located?
No x-rays will be done prior to bid. Fabricator can include this into their estimate.
- On Page 16 (and other locations) there is a call out for a custom c-channel. Is there a spec or a source for this product?
No, this is to be custom.
- Is there any concern mixing the steel and aluminum construction on the Ibeam signs with the panels?
No, this is only a concern if it is raw metal to metal contact of dissimilar metals. All panels and Ibeams are to be painted and coated to prevent metal to metal contact. Please see performance specs...all metals must be pretreated to prevent corrosion.
- On Sign Types C4 & E2 - What is the mechanism that will keep the clamp from spinning on the pole?
Clamp is to be mechanically fastened to pole.
- On Page 31 -Typical for Sign Types F.4A - is there a pin mount spec for the sign attachment?
No. This will be determined by fabricator in shop drawings.
- On Page 37 - Sign Type G.1B - for the YIELD sign, can an extra 1" x 1" - cross member be added for support?
It depends where the additional support would be placed, how it might affect the design intent, and whether or not it is necessary for any structural purpose. This inclusion would need to be reviewed during shop drawings.
- With stitch welding of the Ibeams is there a concern about moisture and corrosion?
Yes. Please see performance specs...all metals must be pretreated to prevent corrosion. All Ibeams will be painted and coated.