

REQUEST FOR PROPOSALS PLAQUE AND KIOSK

Sussex County is requesting proposals for the installation of a memorial plaque and an informational kiosk at the Woodland Park in Seaford, Delaware. Woodland Park is located at the site of the former Woodland Golf Park at 27866 Woodland Road, Seaford, DE (Tax Map ID 5-31.00-15.00 Parcel 21).

A site plan and drawings are included as part of this solicitation.

SECTION 1 MEMORIAL PLAQUE

PART 1 - GENERAL

1.1 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Shop Drawings: For plaques.
 - 1. Include fabrication and installation details and attachments to other work.
 - 2. Show plaque mounting heights, locations of supplementary supports to be provided, and accessories.
 - 3. Show message list, typestyles, graphic elements, including raised characters and Braille, and layout for each plaque at least half-size.
- C. Samples for Initial Selection: For each type of plaque, exposed component, and exposed finish.
 - 1. Include representative Samples of available typestyles and graphic symbols.
- D. Samples for Verification: For each type of plaque showing all components and with the required finish(es), in manufacturer's standard size unless otherwise indicated and as follows:

1.2 WARRANTY

- A. Special Warranty: Manufacturer agrees to repair or replace components of plaques that fail in materials or workmanship within specified warranty period.
 - 1. Failures include, but are not limited to, the following:
 - a. Deterioration of finishes beyond normal weathering.
 - b. Deterioration of embedded graphic image.
 - 2. Warranty Period: Five years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 PLAQUES, GENERAL

- A. All materials shall meet or exceed all applicable referenced standards, federal, state and local requirements, and conform to codes and ordinances of authorities having jurisdiction.

2.2 PLAQUES

- A. Cast Plaque: Plaque with background texture, border, and characters having uniform faces, sharp corners, and precisely formed lines and profiles; and as follows:
 - 1. Plaque Material: Cast bronze, satin finish.
 - 2. Plaque Thickness: 0.25 inch (6.35 mm) minimum
 - 3. Background Texture: Leatherette
 - 4. Integrally Cast Border Style: Square double line, polished
 - 5. Mounting: Plaque post mount.
 - 6. Text and Typeface: typeface as indicated by manufacturer's designation to be approved by Owner.
- B. Bronze Castings: lead-free alloy recommended by manufacturer and finisher for finish indicated.

2.3 ACCESSORIES

- A. Fasteners and Anchors: Manufacturer's standard as required for secure anchorage of plaques, noncorrosive and compatible with each material joined, and complying with the following:
 - 1. Use concealed fasteners and anchors unless indicated to be exposed.
 - 2. For exterior exposure, furnish hot-dip galvanized devices unless otherwise indicated.
 - 3. Exposed Metal-Fastener Components, General:
 - a. Fabricated from same basic metal and finish of fastened metal unless otherwise indicated.
 - b. Provide protection for any dissimilar metals.
 - 4. Post mount anchors should be provided for plaques where indicated.

2.4 FABRICATION

- A. General: Provide manufacturer's standard plaques according to requirements indicated.
 - 1. Preassemble plaques in the shop to greatest extent possible. Disassemble plaques only as necessary for shipping and handling limitations. Clearly mark units for reassembly and installation; apply markings in locations concealed from view after final assembly.
 - 2. Mill joints to a tight, hairline fit. Form assemblies and joints exposed to weather to resist water penetration and retention.
 - 3. Comply with AWS for recommended practices in welding and brazing. Provide welds and brazes behind finished surfaces without distorting or discoloring exposed side. Clean exposed welded and brazed connections of flux, and dress exposed and contact surfaces.
 - 4. Conceal connections if possible; otherwise, locate connections where they are inconspicuous.
 - 5. Provide rebates, lugs, and brackets necessary to assemble components and to attach to existing work. Drill and tap for required fasteners. Use concealed fasteners where possible; use exposed fasteners that match plaque finish.
 - 6. Castings: Fabricate castings free of warp, cracks, blowholes, pits, scale, sand holes, and other defects that impair appearance or strength. Grind, wire brush, sandblast, and buff castings to remove seams, gate marks, casting flash, and other casting marks before finishing.
- B. Surface-Engraved Graphics: Machine engrave characters and other graphic devices into panel surface indicated to produce precisely formed copy, incised to uniform depth.

1. Engraved Metal: Fill engraved graphics with manufacturer's standard baked enamel.
- C. Brackets: Fabricate brackets, fittings, and hardware for bracket-mounted plaques to suit plaque construction and mounting conditions indicated. Modify manufacturer's standard brackets as required.
 1. Aluminum Brackets: Factory finish brackets with baked-enamel or powder-coat finish matching plaque-background color unless otherwise indicated.

2.5 GENERAL FINISH REQUIREMENTS

- A. Protect mechanical finishes on exposed surfaces from damage by applying a strippable, temporary protective covering before shipping.
- B. Appearance of Finished Work: Noticeable variations in same piece are not acceptable. Variations in appearance of adjoining components are acceptable if they are within the range of approved Samples and are assembled or installed to minimize contrast.
- C. Organic, Anodic, and Chemically Produced Finishes: Apply to formed metal after fabrication but before applying contrasting polished finishes on raised features unless otherwise indicated.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of plaque work.
- B. Verify that plaque-support surfaces are within tolerances to accommodate plaques without gaps or irregularities between backs of plaques and support surfaces unless otherwise indicated.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. General: Install plaques using mounting methods indicated and according to manufacturer's written instructions.
 1. Install plaques level, plumb, true to line, and at locations and heights indicated, with plaque surfaces free of distortion and other defects in appearance.
 2. Install plaques so they do not protrude or obstruct according to the accessibility standard.
 3. Before installation, verify that plaque surfaces are clean and free of materials or debris that would impair installation.
 4. Corrosion Protection: Coat concealed surfaces of exterior aluminum in contact with grout, concrete, masonry, wood, or dissimilar metals, with a heavy coat of bituminous paint.
- B. Mounting Methods:
 1. Brackets: Remove loose debris from substrate surface and install bracket supports in position so that plaque is correctly located and aligned.

3.3 ADJUSTING AND CLEANING

- A. Remove and replace damaged or deformed plaques and plaques that do not comply with specified requirements. Replace plaques with damaged or deteriorated finishes or components that cannot be successfully repaired by finish touchup or similar minor repair procedures.
- B. Remove temporary protective coverings and strippable films after construction is complete.
- C. On completion of installation, clean exposed surfaces of plaques according to manufacturer's written instructions, and touch up minor nicks and abrasions in finish. Maintain plaques in a clean condition during construction and protect from damage until acceptance by Owner.

SECTION 2 INFORMATION KIOSK

- A. Contractor shall provide informational kiosk according to the contract drawings and the specifications outlined below. The structure shall be acquired from an approved kiosk manufacturer with documented relevant experience in the design, construction, and delivery of such structures.
- B. Performance Requirements:
 - 1. Kiosks shall meet the following requirements:
 - a. Outer Roof Dimensions of 12' x 18'
 - b. 7'-2" minimum Height to bottom of fascia.
 - c. Hip style shingle roof with waterproof underlayment.
 - d. Concrete post foundations.

ACTION SUBMITTALS

- A. Contractor shall provide design drawings of structures signed and sealed by a professional engineer licensed in the State of Delaware.
- B. Contractor shall provide the following shop drawings to Sussex County during construction:
 - 1. Structure plans, elevations and cross sections.
 - 2. Structural member sizes and details.
 - 3. Design calculations signed and sealed by a Professional Engineer in the State of Delaware
 - 4. Material certifications.
 - 5. Warranty Certification and documentation including statement of duration of warranty period and contact phone numbers and addresses for warranty issues.
 - 6. Written instructions for fabrication, lifting, erection and installation of the structures.
 - 7. Instructions for maintenance and inspection.

DELIVERY, STORAGE, AND HANDLING

Store materials under weather protection until installation commences.

PROJECT CONDITIONS

- C. Construction coordination is required to ensure that sufficient site work is complete to perform the installation of the kiosk prior to arranging for the delivery of the structure to the site.

PRODUCTS

Materials

- D. The following materials shall be used in the construction of the pavilion, and shall be supplied with the pavilion:
1. 6" x 6" pressure treated wood posts, minimum.
 2. 4" x 4" pressure treated wood
 3. 3/4-inch tongue and groove plywood sheathing
 4. Self-adhesive waterproof underlayment.
 5. Asphalt shingle, 25 year warranty.
 6. Drip edge.
 7. Pressure treated dimensional lumber.
- E. Footings and columns shall meet the following requirements.
1. Footings shall be structurally engineered by the structure manufacturer to meet local codes, site conditions, and manufacturer's recommendations.
 2. Sample footing drawings shall be made available to the contractor or owner from the manufacturer.
 3. Concrete footing rebar (if required) shall be ASTM A-615 grade 40 #4 bars & smaller.
 4. Concrete shall be 5 sack mix "Portland" cement. Maximum slump shall not exceed 4". Compressive strength: 2500 psi @ 28 days.
- F. Informational Sign
1. Concealed mount 4' x 8' locking anodized aluminum weatherproof vented enclosure.
 2. Covered continuous hinge anodized aluminum framed 1/4" tempered safety glass doors.
 3. Minimum 1/8" thick natural cork board bonded to 3/8" thick insulation board.
 4. Lockable.
- G. Framed Cork Board
1. Minimum 1/4" thick natural cork board bonded to 3/8" thick insulation board.
 2. 1" wide anodized aluminum frame.
 3. Mounted using aluminum hardware.
- H. Paint shall meet the following requirements:
1. 2-coats of dark brown exterior wood paint.
 2. Finish shall be a smooth uniform surface with no pits, runs, or sags.

EXECUTION

INSTALLATION, GENERAL

- I. Structures shall be installed according to the design drawings and specifications. Contractor is responsible for the following:
1. Excavation of post foundation hole.
 2. Construction of post foundations.
 3. Assemble structure components
 4. Install roofing material

5. Paint work
6. Completion of final punch list based on Owner inspection

INSTRUCTIONS TO BIDDERS:

- Bids shall be submitted to Ms. Juel Gibbons by or before **2 PM, October 30, 2015**, Third Floor, Sussex County Administration Building, 2 The Circle, P.O. Box 589, Georgetown, DE 19947, ATTN: Juel Gibbons. Bids may also be submitted by email (jgibbons@sussexcountyde.gov), or via fax to 302-855-7799.
- All bids shall remain valid for 30 calendar days from the time set for bid opening. A bidder may withdraw their bid after it has been submitted, only if the request to do so has been submitted in writing and received prior to the time set for bid opening.
- All bidders are hereby notified that Sussex County Engineering Department reserves the right to reject any or all bids, and to waive informalities at its discretion.

SCHEDULE:

A purchase order will be provided to the vendor after the proposal is awarded. The work must be completed within **thirty (30) days** from Return Receipt of Approved Submittals.

BID FORM:

LINE #	QTY	Units	DESCRIPTION	UNIT PRICE	LINE TOTAL
1		Lump Sum	MEMORIAL PLAQUE		
2		Lump Sum	INFORMATION KIOSK		
			TOTAL BID:		