



**Office of Procurement**

Tennessee State University  
3500 John A. Merritt Blvd.  
Nashville, TN 37209-1561  
Telephone: 615/963-5181  
Fax: 615/963-5192

**Via Email**

June 14, 2012

Phase 3 Media  
318 Seaboard Lane  
Suite #210  
Franklin, TN 37067  
Attn: Julie Hamilton

RE: Invitation to Bid (ITB) No. 10593  
Facility Signage

Dear Ms. Hamilton:

Please find attached the questions and responses and addendum regarding the above referenced Tennessee State University Invitation to Bid.

Thank you for your interest in Tennessee State University and participation in the competitive procurement process.

Sincerely,



Joel L. Sims Jr.

Interim Director, Office of Procurement

JLS/sb

Enclosures

# **ITB No. 10593 (Facility Signage)**

## **Questions and Responses and Addendum**

### **QUESTIONS & RESPONSES**

1.     Question:     Our manufacturing is a newer technology and we will be printing directly to the aluminum with UV stable inks opposed to applying vinyl lettering. Is that beyond the scope of this ITB? Our ink has a 2 year manufacturer warranty. That does not mean the inks will only last 2 years, but that is the amount of time that the ink is under warranty.

Response:    There are no notes indicating vinyl lettering.
  
2.     Question:     The notes state that the "section signs" will be printed on .008 aluminum and that the other signs will be on .080. Is this a typo or will two different thicknesses be used?

Response:    The thickness of the sectional signs should be .080 aluminum.
  
3.     Question:     What does the invitation to bid mean by "refurbished signs"?

Response:    Existing signs that will be reworked.
  
4.     Question:     a. Will we be printing on a specific type of aluminum (i.e.—reflective)?  
                              b. If there is not specifications on what type of aluminum to be printed on, we will be using .080 white-faced aluminum.

Response:    a. Aluminum is not reflective. Reflectivity is a finish and is not required.  
                              b. White faced aluminum is acceptable.

5. Question: If awarded the job could we do a walk through the stadium with our installer?

Response: Yes.

6. Question: For safety and aesthetics, would you like all of the signs to be corner rounded, or only the Section signage?

Response: Sectional signs only.

7. Question: Per 19b ("The institution reserves the right to order up to 10% more or less than the quantity listed in the bid."), does this hold true for this project?

Response: This is correct. We will use the unit cost for additions and deletions.

8. Question: Under scope of work, "Provide all material, labor, equipment samples, shop drawings, engineering, layout, insurance, taxes, permits, compliance with all agencies", outside of material and labor could you please expand on this?

Response: This is to ensure that all responsibility for furnishing and installing the sign are by the bidder and should be reflected in your bid.

8. Question: Would you like the Intent to Bid letter by fax?

Response: The Intent to Bid letter may be faxed to 615-963-5192 or emailed to sbunch@tnstate.edu.

## **ADDENDUM**

1. Schedule Duration: Completion 14 days after Notice to Proceed issued.

2. Do not include the safety stripping on the steps as denoted on the stripping layout detail on sheet A-2. Include the text numbers on each steps starting from 1 at the bottom of the stadium and ending at the top of the stadium.