



**A Prime Community**

## **2022 WELCOMING & WAYFINDING SIGN PROJECT**

### **QUESTION AND ANSWER DOCUMENT**

**Due to questions we have received from prospective bidders, we are providing this question and answer document to help answer all questions.**

**If prospective bidders would like to visit any of the facilities pertaining to this RFP, please contact Melissa Massie, Meridian Township Director of Project Management & Operations, at [massie@meridian.mi.us](mailto:massie@meridian.mi.us) to schedule a time. We are happy to assist bidders with inspecting existing electrical or anything else related to this RFP.**

**CLARIFICATIONS FOR BIDDING ON SIGN ELECTRICAL/ILLUMINATION:** Please remember that electrical/illumination for each sign that calls for it in the sign message schedule (exhibit C of the RFP) should be broken out separately in your bid as the Township may not include electrical/illumination for some, or all, of the signs. Bidders may include multiple options for the electrical/illumination, such as: solar and/or working with the utility providers to bring a constant electrical supply to the site.

Sign 001 has existing electrical supply from the Township Municipal Building. The electrical panel for sign 001 is in the Municipal Building on breaker 30. Please refer to page 4 of this document for a photo of the Municipal Building electrical panel.

The Township is looking for the bidders to provide their expertise on what options are available for supplying the other signs with illumination. This could be accomplished via solar, working with the utility providers to bring a constant electrical supply to the sites (meter, outdoor panel and the circuit installed within 50 feet), or any other available options.

We would likely prefer to use solar versus bringing a constant electrical supply to the sites assuming the cost of solar is lower. This preference for solar (assuming the cost is lower) would apply to all of the signs that call for electrical/illumination and are not electronic message board signs (signs 014 and 025). We recognize that if we go with solar our logo wouldn't always be illuminated on these signs.

### **THE TWO ELECTRONIC MESSAGE BOARD SIGNS (i.e. SIGNS 014 AND 025) REQUIRE A CONSTANT POWER SUPPLY:**

Sign 025 will also require a constant electrical supply. We have room on the electrical panel of the Farmer's Market. Please refer to page 6 of this document for a photo of the Farmers' Market electrical panel and page 7 for the site plan for the Farmer's Market.

Sign 014 has existing electrical supply from the Township Public Safety Building. The electrical panel for sign 014 is in the Public Safety Building on breakers 14 and 16. Please refer to page 5 of this document for a photo of the Public Safety Building electrical panel.

However, it is possible that we would need to run new electrical out to sign 014 because the breaker that this existing sign is on includes street lights and parking lot lights. Therefore, we use a photocell on this breaker to turn the street lights and parking lot lights on at dusk. We would need to fix this as we need a constant electrical supply for the electronic message board. The only way to resolve this may be to run new electrical out to the sign and put the sign on a different breaker. We are not sure how the existing conduit is run, but it likely doesn't go straight from the breaker to the sign. The conduit likely goes to the street lights and parking lot lights first and then goes to the sign location. The electrical panel is located in the northeast corner of the first floor of the Public Safety Building. **The Township is looking for the bidders to provide their expertise on the most efficient way to resolve this issue.**

**CLARIFICATION FOR WHICH SIGNS TO BID THE PLANTER BEDS FOR:**

Please bid the planter boxes for signs 001, 014, 020, 022, 023, 024, and 025 as follows:

<b>Sign Location &amp; Number</b>	<b>Planter Beds?</b>
East Entrance Sign - 024	TBD – please bid with and without the planter box
West Entrance Sign - 020	TBD – please bid with and without the planter box
North Entrance Sign - 022	Yes
South Entrance Sign - 023	Yes
Marketplace on the Green Sign - 025	No, there is not enough room for a planter box.
Central Park Drive Municipal Sign - 001	Yes
Marsh Road Municipal Sign - 014	Yes

**QUESTION: Will we be able to pull power from the Farmers' Market for the signs 025 and 026?**

**ANSWER:** Yes, we have room on the electrical panel. Please refer to page 6 of this document for a photo of the Farmers' Market electrical panel and page 7 for the site plan for the Farmer's Market.

**QUESTION: Would the Township approve directional boring to bring electrical on site for the sign locations that do not have existing electrical?**

**ANSWER:** Yes, we would approve the directional boring. However, we would likely prefer to use solar if the cost is lower. This preference for solar (assuming the cost is lower) would apply to all of the signs that call for illumination and are not electronic message board signs (signs 014 and 025). We recognize that if we go with solar our logo wouldn't always be illuminated on these signs.

**QUESTION: Do you have a certain brand of stone that we are to price for the sign?**

**ANSWER:** No, there is no certain brand of stone we are looking for. Any brand of stone that adheres to the Design Intent Drawings and Specifications (Exhibit A of the RFP) is acceptable for bidding.

**QUESTION: Are we to provide mulch around all posts for sign types 1X-4, GX-1, GX2, MP-2, GX-3 in our bid?**

**ANSWER:** No, the Township's grounds crew will handle the landscaping and mulching around sign types 1X-4, GX-1, GX2, MP-2, GX-3.

**QUESTION: I want to clarify how to send in the requested drawings (Typical Existing Shop Drawing and Keystroking Proofs). It reads to include with the bid but after the description, it states to submit to the designer. Do I need to put one set with the bid and email a copy also to you?**

**ANSWER:** Please submit one set of drawings with the sealed bid and send a digital copy of the drawings to the designer:

CORBIN•DESIGN  
Attn: Moira O'Polka, Project Manager  
415 S Union, Second Floor  
Traverse City, MI 49684  
[moira@corbindesign.com](mailto:moira@corbindesign.com)



# Township Public Safety Building Electrical Panel



# Township Farmers' Market Electrical Panel



