

TO: ALL VENDORS

FROM: Michelle Robinson

SUBJECT: USC-BVB-2702-MR – Interior Signage for All USC Campuses

**DATE:** October 29, 2014

This Addendum No. 2 modifies the Best Value Bid only in the manner and to the extent as stated herein.

**ITEM ONE:** REPLACE "NEW HERMES" WITH "JOHNSON PLASTIC" IN SUBSECTION J OF ITEM B IN THE SPECIFICATIONS SUBSECTION OF SECTION III SCOPE OF WORK/SPECIFICATION OF THE SOLICITATION. IT NOW READS: "Frames may be ordered through Johnson Plastic using the above dimensions or APPROVED EQUAL..." REPLACE "APCO #999 785" WITH "NEW HERMES" IN SUBSECTION J OF ITEM B IN SPECIFICATIONS **ITEM TWO:** SUBSECTION OF SECTION III SCOPE OF WORK/SPECIFICATION OF THE SOLICITATION. IT NOW READS: "HEAVY –DUTY SNAP LOCES NEW HERMES WILL BE USED FOR ALL FRAMES EXCEPT DIRECTORIES **USE MAGNETS....**" **ITEM THREE: SIZE OF TAPE AND UNIT SIZE** THE TAPE SIZE IS  $\frac{1}{2}$ ". THE UNIT SIZE IS 36 YARDS. ITEM FOUR: MATERIALS MANAGEMENT OFFICE HAS CREATED AN FAQ REGARDING THE NEW VENDOR **PREFERENCES.** CLICK THE LINK BELOW TO ACCESS THE DOCUMENT: http://procurement.sc.gov/webfiles/MMO\_PREFS/Main/FAQ\_Preferences.htm

Vendor Questions and Answers

BIDDER SHALL ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 2 IN THE SPACE PROVIDED BELOW AND RETURN IT **WITH THEIR BID RESPONSE**. FAILURE TO DO SO MAY SUBJECT BID TO REJECTION.

Authorized Signature

Firm

Date

## The following questions were received from Vendor A

#### **Question #1**

Are we producing all signs at one time and installing at one time?

#### Answer

We order specialty signs on an as per-requested basis. Standard signage (Name plates, room number markers, etc) are ordered on a bi-weekly basis. These signs are to be produced and installed in two weeks on a regular schedule. This bi-weekly order can sometimes be large, but all signs are expected to meet the two-week deadline.

### **Question #2**

What are the quantities we are producing?

#### Answer

As in the answer to question one, orders can range from a single sign or a large order of hundreds of signs. This number can grow even larger if a new building needs signage.

#### Question #3

What training are we providing you and what software updates?

#### Answer

The vendor is to supply the software that is required to create proofs for the signs that we order. This would include any applicable software updates required by the vendor. Additionally, they are to provide training in the software so that proofs can be made in an efficient manner to aid in the production process.

For example, we currently use Corel; this is our current vendor's preferred software. They trained the signage coordinator to use the program and supplied them with templates of all signs. In turn, this helps the vendor in sign production as well as ensuring signs will be made correctly.

#### **Question #4**

Are we providing and materials for you to produce signs on your vanguard 7000?

#### Answer

No.

## The following questions were received from Vendor B

#### **Question #1**

Could I get renderings or a detailed descriptions for sign types Y1, Y2, Y3 and Y4 (sizes of vinyl, acrylic letters and plaques)?

#### Answer

We brought the renderings to the Pre-Bid Meeting. Vinyl, acrylic letters, and plaques all vary by size.

#### **Question #2**

I know the frames are to be  $\frac{1}{2}$  deep) How thick do the insert panels need to be?

#### Answer

The inserts are 2 mm wide.

#### **Question #3**

Do you have a preference of Velcro or magnetic?

#### Answer

While we do sometimes utilize Velcro; magnets are preferred – especially concerning our building directories.

# ATTACHMENT A

## VIII. BIDDING SCHEDULE / PRICE-BUSINESS PROPOSAL COST TO INSTALL SIGNAGE FOR ALL USC CAMPUSES COMMODITY CONTRACTS (Materials)

Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
1	1	ea	A -Number/Function		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product Preference		JS End Product		1.	
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
2	1	ea	A1 - Number Only		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product Preference	ι	JS End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
3	1	ea	<mark>B - Number Only</mark>		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product Preference	τ	JS End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
4	1	ea	<mark>C - Directional</mark>		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product Preference	ι	JS End Product	Preference		
Item	Qty	Unit of Measure	<b>Description Frame</b>	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
5	1	ea	<mark>D - Men</mark>		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product Preference	l	JS End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
6	1	ea	<mark>E - Men/Handicap</mark>		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product Preference	τ	JS End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
7	1	ea	F - Women		\$	\$	\$	-
Resident Ve	endor Prefere	ence	SC End Product Preference	l	JS End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame		Price
8	1	ea	<mark>G - Women/Handicap</mark>		\$	\$	\$	
Resident Ve	endor Prefere		SC End Product Preference		JS End Product	_		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
9	1	ea	H - Unisex		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product Preference	ι	JS End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
10	1	ea	<mark>I - Unisex/Handicap</mark>		\$	\$	\$	

Resident V	endor Prefere	ence	SC End Product Preference	1	US End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
11	1	ea	<mark>J - Stairs</mark>		\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference	1	US End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
12	1	ea	<mark>K - Elevator</mark>		\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference	1	US End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
13	1	ea	<mark>L - Fire Exit</mark>		\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference	1	US End Product	Preference		
Item	Qty	Unit of	Description	Size of	Cost of	Cost of	Unit	Price
		Measure	_	Frame	Insert	Frame		
14	1	ea	M - Name Plate		\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference	1	US End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
15	1	ea	N - Name Plate		\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference	1	US End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
16	1	ea	O - Specialty		\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference	1	US End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
17	1	ea	P - Specialty		\$	\$	\$	1
Resident V	endor Prefere	ence	SC End Product Preference		US End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
18	1	ea	Q - Specialty	ļ	\$	\$	\$	
Resident V	endor Prefere		SC End Product Preference		US End Product	-		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame		Price
19	1	ea	R - Specialty	ļ	\$	\$	\$	
Resident V	endor Prefere		SC End Product Preference	1	US End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price
20	1	ea	<mark>S - Directory – Header</mark> Standard Size		\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference	1	US End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame	Cost of Insert	Cost of Frame	Unit	Price

21	1	ea	<mark>S1 - Slot</mark>		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product		US End Product	Preference		
			Preference					
Item	Qty	Unit of	Description	Size of	Cost of	Cost of	Unit	Price
num	29	Measure	Description	Frame	Insert	Frame	CIII	
22	1	ea	S2 - Directory - Footer		\$	\$	\$	
	endor Prefere		SC End Product		US End Product		+	
			Preference					
Item	Qty	Unit of	Description	Size of	Cost of	Cost of	Unit	Price
		Measure	-	Frame	Insert	Frame		
23	1	ea	<mark>T - Stairwell Info 1</mark>		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product		US End Product	Preference		
			Preference					
Item	Qty	Unit of	Description	Size of	Cost of	Cost of	Unit	Price
		Measure		Frame	Insert	Frame		
24	1	ea	<mark>U - Stairwell Info - 2</mark>		\$	\$	\$	1
Resident Ve	endor Prefere	ence	SC End Product		US End Product	Preference		
	1		Preference					
Item	Qty	Unit of	Description	Size of	Cost of	Cost of	Unit	Price
		Measure		Frame	Insert	Frame		
25	1	ea	V - Desk Name Plate		\$	\$	\$	T
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Item	Qty	Unit of	Description	Size of	Cost of	Cost of	Unit	Price
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27	1	ea	<mark>X - Specialty</mark>		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product		US End Product	Preference		
			Preference					
Item	Qty	Unit of	Description	Size of	Cost of	Cost of	Unit	Price
• •		Measure		Frame	Insert	Frame	*	
28	1	ea	Y - Specialty - Conference Room/Vacant Occupied		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product		US End Product	Preference		
			Preference					
Item	Qty	Unit of	Description	Size of	Cost of	Cost of	Unit	Price
		Measure		Frame	Insert	Frame		
29	1	Sq. Ft.	Y1 – Standard Banners		\$	\$	\$	
Resident Ve	endor Prefere	ence	SC End Product		US End Product	Preference		
			Preference					
Item	Qty	Unit of	Description	Size of	Cost of	Cost of	Unit	Price
		Measure	*	Frame	Insert	Frame		
30	1	Sq. In.	Y2 – Vinyl on Glass Doors and		\$	\$	\$	
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Resident Ve	muor Pretere	ence	SC End Product Preference		US ENG Product	Freierence		
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31	1	Inch	Y3 – Interior Stand Alone Letters In Acrylic			\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product		US	S End Product	Preference		
			Preference						
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Item	Qty	Unit of Measure	Description	Size of Frame		Cost of Insert	Cost of Frame		Price
32	1	Inch	Y4 – Interior Stand Alone Letters In Plastic			\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference			S End Product eference			
Item	Qty	Unit of Measure	Description	Size of Frame	ize of Cost of Cost of		Unit	Price	
33	1	Inch	Y5 – Interior Stand Alone Letters In Metal		\$ \$		\$		
Resident V	endor Prefere	ence	SC End Product Preference		US	S End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame		Cost of Insert	Cost of Frame	Unit	Price
34	1	Unit	<mark>3M – VHB Tape</mark>			\$	\$	\$	
Resident V	endor Prefere		SC End Product Preference		US	S End Product			
Item	Qty	Unit of Measure	Description	Size of Frame		Cost of Insert	Cost of Frame	Unit	Price
35	1	Unit	Snap Locks – New Hermes			\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference		US	S End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame		Cost of Insert	Cost of Frame	Unit	Price
36	1	Inch	Velcro (Commercial Grade Price per Inch)			\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference		US	S End Product	Preference		
Item	Qty	Unit of Measure	Description	Size of Frame		Cost of Insert	Cost of Frame	Unit	Price
37	1	Unit	Partition Pins - Length 1 5/8''			\$	\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference		US	S End Product	Preference		
Item	Qty	Unit of Measure	Description						<u> </u>
38	1	Sq. In.	Non-Standard size and color request. (engraved only)				\$	\$	
Resident V	endor Prefere	ence	SC End Product Preference		US	S End Product	Preference		

Additional Prices:

\$\_\_\_\_\_ea Back plate 12" x 12" includes VHB 8 tape

\$ea	Back plate 8" x 8" includes VHB 8 tape
\$ea	Back plate 2" x 8" includes VHB 8 tape
\$ea	Back plate 4" x 8" includes VHB 8 tape

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Note:

The commodity preferences do not apply to a single unit of an item with a price in excess of \$50,000 or a single award with a total potential value in excess of \$500,000. [11-35-1524(E)(2)

Please refer to the preference clauses listed in the terms and conditions and instructions to offerors sections of this solicitation to ensure that you qualify to select the above preferences.

## SERVICE CONTRACTS (Labor)

Unit of Measure	De	scription		Unit Pr	rice	Extended Price	
Job	A -Number/Function	n		\$		\$	
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Resident Con	tractor	Resident Sub-		ber of Sub-	Resider			mber of Sub-
Preference		Contractor	Con	tractors	Contrac		Co	ntractors
<del>.</del>	<b>T</b> T <b>1</b> / 0	Preference - 2%	<u> </u>		Prefere	nce - 4%		
Item	Unit of	D	escrip	tion		Unit Pric	e	Extended Price
	Measure							
25	Job	<mark>V - Desk Name P</mark>	<mark>late</mark>			\$		\$
Resident Con	tractor	Resident Sub-	Nun	ber of Sub-	Resider	nt Sub-	Nu	mber of Sub-
Preference		Contractor	Con	tractors	Contrac	ctor	Co	ntractors
		Preference - 2%			Prefere	nce - 4%		
Item	Unit of	D	escrip	tion		Unit Pric	e	Extended Price
	Measure		-					
26	Job	W - Specialty				\$		\$
Resident Con		Resident Sub-	Nun	ber of Sub-	Resider		Nu	mber of Sub-
Preference		Contractor		tractors	Contrac			ntractors
FIGUEIGICE		Preference - 2%	2.011			nce - 4%		
Fletelelice			escrip	tion		Unit Pric	e	Extended Price
	Unit of			otion			~	Latenucu I IICC
Item	Unit of Measure	D						<u> </u>
Item	Measure					\$		\$
Item 27	Measure Job	X - Specialty	easter.	Number of C	ub	\$ Basidant Suk		\$ Number of Sub
Item 27 Resident Con	Measure Job	X - Specialty Resident Sub-Contr	actor	Number of S	ub-	Resident Sub	)-	Number of Sub-
Item 27 Resident Con	Measure Job	X - Specialty	actor	Number of S Contractors	ub-	Resident Sub Contractor		
Item 27 Resident Con Preference	Measure Job tractor	X - Specialty Resident Sub-Contr Preference - 2%		Contractors	ub-	Resident Sub Contractor Preference -	4%	Number of Sub- Contractors
Item 27 Resident Con	Measure Job tractor Unit of	X - Specialty Resident Sub-Contr Preference - 2%	actor escrip	Contractors	ub-	Resident Sub Contractor	4%	Number of Sub- Contractors
Item 27 Resident Con Preference Item	Measure Job tractor Unit of Measure	X - Specialty Resident Sub-Contr Preference - 2%	escrip	Contractors tion		Resident Sub Contractor Preference - <b>Unit Pric</b>	4%	Number of Sub- Contractors Extended Price
Item 27 Resident Con Preference	Measure Job tractor Unit of	X - Specialty         Resident Sub-Contr         Preference - 2%         D         Y - Specialty - C	escrip	Contractors tion		Resident Sub Contractor Preference -	4%	Number of Sub-
Item 27 Resident Con Preference Item 28	Measure Job tractor Unit of Measure Job	X - Specialty Resident Sub-Contr Preference - 2% D Y - Specialty - C Occupied	escrip <mark>onfere</mark>	Contractors tion ence Room/V	acant	Resident Sub Contractor Preference - Unit Prio \$	<u>4%</u> ce	Number of Sub- Contractors Extended Price \$
Item 27 Resident Con Preference Item	Measure Job tractor Unit of Measure Job	X - Specialty         Resident Sub-Contr         Preference - 2%         D         Y - Specialty - C	escrip <mark>onfere</mark>	Contractors tion	acant	Resident Sub Contractor Preference - <b>Unit Pric</b>	<u>4%</u> ce	Number of Sub- Contractors Extended Price

						Preference - 4	4%		
Item	Unit of Measure	D	Descrip	tion		Unit Pric	e	Extended Price	
29	Job	<b>Y1– Standard B</b>	anners			\$		\$	
Resident Co		Resident Sub-con		Number of	Sub-	Resident Su	b-	Number of Sub-	
Preference		Preference - 2%		Contractors	5	Contractor Preference - 4%		Contractors	
Item	Unit of Measure	D	escrip	tion		Unit Price		Extended Price	
30	Sq. Ft.	Y2 – Vinyl on Gl	lass Do	ors and Wall	ls	\$		\$	
Resident Con Preference	ntractor		Resident Sub-ContractorNumber of Sub- Contractors			Resident Sub- Contractor Preference - 4%		Number of Sub- Contractors	
Item	Unit of Measure	D	Description			Unit Pric		Extended Price	
31	Sq.In.	Y3 – Interior Sta Acrylic						\$	
Resident Cor Preference	esident Contractor Re			Number of Sub- Contractors		Resident Sub Contractor Preference - 4		Number of Sub- Contractors	
Item	Unit of Measure	Description			Unit Price		Extended Price		
32	Inch	Y4 – Interior Stand Alone Letters In Plastic		\$		\$			
Resident Con Preference	Intractor	Resident Sub-Contr Preference - 2%	ractor	Number of Su Contractors	ıb-	Resident Sub- Contractor Preference – 4	%	Number of Sub- Contractors	
Item	Unit of Measure	D	escript	ion		Unit Price		Extended Price	
33	Unit	¥5 – Interior Sta Metal	and Alo	one Letters I	1	\$		\$	
Resident Con Preference	ntractor	Resident Sub-Contr Preference 2%	ractor	Number of Su Contractors	ıb-	Resident Sub- Contractor Preference – 4	%	Number of Sub- Contractors	
Item	Unit of Measure	D	escript	ion		Unit Price		Extended Price	
34	Unit	3M – VHB Tape				\$		\$	
Resident Con Preference	ntractor	Resident Sub-Contr Preference - 2%	ractor	Number of Su Contractors	ıb-	Resident Sub Contractor Preference - 4%	-	Number of Sub- Contractors	
35	Job	Snap Locks – Nev	w Herr	nes		\$		\$	
Resident Con Preference	ntractor	Resident Sub- Contractor Preference - 2%	Numbe Contra	er of Sub- ctors	Contra	ent Sub- actor ence - 4%		mber of Sub- ntractors	
Item	Unit of Measure	D	escrip	tion		Unit Pric	e	Extended Price	

36	Job		Non-standard size and color request.		\$		\$
		(engraved only)					
Resident Cor	ntractor	Resident Sub-	Number of Sub-	Resider	nt Sub-	Nu	mber of Sub-
Preference		Contractor	Contractors Contra		ctor	Co	ntractors
		Preference - 2%		Prefere	nce - 4%		
Item	Unit of	]	Description			e	Extended Price
	Measure		-				
37	Inch	Velcro (Commerc	Velcro (Commercial Grade Price per Inch)				\$
Resident Cor	ntractor	Resident Sub-	Number of Sub-	Resider	nt Sub-	nt Sub- Number of Sub-	
Preference		Contractor	Contractors	Contractor		Co	ntractors
		Preference - 2%		Prefere	nce - 4%		
Item	Unit of	]	Description		Unit Price		Extended Price
	Measure		-				
38	Ea.	Partition Pins	· Length 1 5/8"		\$		\$
Resident Cor	ntractor	Resident Sub-	Number of Sub-	Resider	nt Sub-	Nu	mber of Sub-
Preference		Contractor	Contractor Contractors		ctor	Contractors	
		Preference - 2%		Prefere	nce - 4%		

### **SUB – TOTAL = \$\_\_\_\_\_**

#### Note:

The service preferences do not apply to a bid for an item of work by the bidder if the annual price of the bidder's work exceeds \$50,000 or the total potential price of the bidder's work exceeds \$500,000. [11-35-1524(E)(3)]

Please refer to the preference clauses listed in the terms and conditions and instructions to offerors sections of this solicitation to ensure that you qualify to select the above preferences.

Bidder is to submit the following for preferences requested above:

- 1) Identify the subcontractor(s) to perform the work:
- 2) Identify the work the subcontractor(s) is to perform:
- 3) Bidder's factual basis for concluding that the subcontractor's work constitutes the required
- 4) percentage of the work to be performed in the procurement.

GRAND TOTAL = \$\_\_\_\_\_

(Do not include sales tax)

# STANDARD INTERIOR SIGNAGE BID SCHEDULE FOR OTHER CAMPUSES

PERCENTAGE OF INCREASE IS INSTALLED AT CAMPUSES OTHER THAN COLUMBIA

Campus	Percent of Increase of Total Cost of Signage	
Sumter Campus		
Lancaster Campus		
Union Campus		
Aiken Campus		
Salkehatchie Campus (Walterboro & Allendale)		
Beaufort Campus		
Spartanburg Campus		