

 <p align="center"><b>UNIVERSITY OF SOUTH CAROLINA</b></p>	<p><b>Invitation for Bid</b></p>	<p>Solicitation Number: Date Issued: Procurement Officer: Phone: E-Mail Address:</p>	<p>USC-IFB-3352-JB August 3, 2018 Juaquana Brookins 803.777.3596 jbrookin@mailbox.sc.edu</p>
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DESCRIPTION: **Provide Interior Signage for USC Football Operations Facility**

USING GOVERNMENTAL UNIT: **University of South Carolina**

*The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Paper Offer or Modification" provision.*

<p align="center"><b>SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:</b></p>	
<p><b>MAILING ADDRESS:</b> University of South Carolina 1600 Hampton Street, Suite 606 Columbia SC 29208</p>	<p><b>PHYSICAL ADDRESS:</b> University of South Carolina 1600 Hampton Street, Suite 606 Columbia SC 29208</p>

SUBMIT OFFER BY (Opening Date/Time): **August 21, 2018 2:00 PM EST** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: **August 14, 2018 10:00 AM EST** (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: **One(1) paper copy and One (1) USB Drive**

<p>CONFERENCE TYPE: <b>Pre Bid &amp; Site Visit</b> DATE &amp; TIME: <b>August 9, 2018, 10:00 AM</b>  <b>Only site visit will be immediately after the pre-bid meeting. Hard hats are required to enter the site.</b> <small>(As appropriate, see "Conferences - Pre-Bid/Proposal" &amp; "Site Visit" provisions)</small></p>	<p><b>LOCATION:</b> <b>University of South Carolina</b> <b>1300 Pickens Street</b> <b>Columbia, SC 29208</b></p>
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<p align="center"><b>AWARD &amp; AMENDMENTS</b></p>	<p>Award will be posted <b>08/23/2018</b>. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <a href="http://www.purchasing.sc.edu">http://www.purchasing.sc.edu</a></p>
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You must submit a signed copy of this form with Your Offer. By signing, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.  
(See "Signing Your Offer" provision.)

<p><b>NAME OF OFFEROR</b>  <small>(full legal name of business submitting the offer)</small></p>	<p>Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.</p>
<p><b>AUTHORIZED SIGNATURE</b>  <small>(Person must be authorized to submit binding offer to contract on behalf of Offeror.)</small></p>	<p><b>DATE SIGNED</b></p>
<p><b>TITLE</b>  <small>(business title of person signing above)</small></p>	<p><b>STATE VENDOR NO.</b>  <small>(Register to Obtain S.C. Vendor No. at <a href="http://www.procurement.sc.gov">www.procurement.sc.gov</a>)</small></p>
<p><b>PRINTED NAME</b>  <small>(printed name of person signing above)</small></p>	<p><b>STATE OF INCORPORATION</b>  <small>(If you are a corporation, identify the state of incorporation.)</small></p>

<p>OFFEROR'S TYPE OF ENTITY: (Check one) <span style="float:right"><small>(See "Signing Your Offer" provision.)</small></span></p>		
<p><input type="checkbox"/> Sole Proprietorship</p>	<p><input type="checkbox"/> Partnership</p>	<p><input type="checkbox"/> Other _____</p>
<p><input type="checkbox"/> Corporate entity (not tax-exempt)</p>	<p><input type="checkbox"/> Corporation (tax-exempt)</p>	<p><input type="checkbox"/> Government entity (federal, state, or local)</p>

**PAGE TWO**  
(Return Page Two with Your Offer)

<p>HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)</p>       	<p>NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)</p>       <hr/> <p style="text-align: right;">Area Code - Number - Extension                      Facsimile</p> <hr/> <p style="text-align: right;">E-mail Address</p>
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<p>PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)</p>       <p>___ Payment Address same as Home Office Address ___ Payment Address same as Notice Address    <b>(check only one)</b></p>	<p>ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)</p>       <p>___ Order Address same as Home Office Address ___ Order Address same as Notice Address    <b>(check only one)</b></p>
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**ACKNOWLEDGMENT OF AMENDMENTS**  
Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

<p align="center"><b>DISCOUNT FOR PROMPT PAYMENT</b> (See "Discount for Prompt Payment" clause)</p>	<p align="center">10 Calendar Days (%)</p>	<p align="center">20 Calendar Days (%)</p>	<p align="center">30 Calendar Days (%)</p>	<p align="center">___ Calendar Days (%)</p>
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**PREFERENCES - A NOTICE TO VENDORS (SEP. 2009):** On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at [www.procurement.sc.gov/preferences](http://www.procurement.sc.gov/preferences). **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.** [11-35-1524(E)(4)&(6)]

**PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE:** Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

\_\_\_ In-State Office Address same as Home Office Address  
\_\_\_ In-State Office Address same as Notice Address    (check only one)

## **Solicitation Outline**

- I. Scope of Solicitation
- II. Instructions to Offerors
  - A. General Instructions
  - B. Special Instructions
- III. Scope of Work / Specifications  
May be blank if Bidding Schedule / Cost Proposal attached
- IV. Information for Offerors to Submit
- V. Qualifications
- VI. Award Criteria
- VII. Terms and Conditions
  - A. General
  - B. Special
- VIII. Bidding Schedule / Cost Proposal
- IX. Attachments to Solicitation

## **I. SCOPE OF SOLICITATION**

University of South Carolina is soliciting bids from qualified sources to provide all labor, material and equipment to fabricate, supply and install interior signage at the University of South Carolina Football Operations Facility as specified herein.

### **ACQUIRE SERVICES & SUPPLIES / EQUIPMENT (JAN 2006)**

The purpose of this solicitation is to acquire services and supplies or equipment complying with the enclosed description and/or specifications and conditions.

## II. INSTRUCTIONS TO OFFERORS - A. GENERAL INSTRUCTIONS

### DEFINITIONS, CAPITALIZATION, AND HEADINGS (FEB 2015)

CLAUSE HEADINGS USED IN THIS SOLICITATION ARE FOR CONVENIENCE ONLY AND SHALL NOT BE USED TO CONSTRUE MEANING OR INTENT. EVEN IF NOT CAPITALIZED, THE FOLLOWING DEFINITIONS ARE APPLICABLE TO ALL PARTS OF THE SOLICITATION, UNLESS EXPRESSLY PROVIDED OTHERWISE.

**AMENDMENT** means a document issued to supplement the original solicitation document.

**BOARD** means the South Carolina Budget & Control Board or its successor in interest.

**BUSINESS** means any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture, or any other legal entity. [11-35-310(3)]

**CHANGE ORDER** means any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of any contract accomplished by mutual agreement of the parties to the contract. [11-35-310(4)]

**CONTRACT** See clause entitled Contract Documents & Order of Precedence.

**CONTRACT MODIFICATION** means a written order signed by the procurement officer, directing the contractor to make changes which the clause of the contract titled "Changes," if included herein, authorizes the Procurement Officer to order without the consent of the contractor. [11-35-310(9)]

**CONTRACTOR** means the Offeror receiving an award as a result of this solicitation.

**COVER PAGE** means the top page of the original solicitation on which the solicitation is identified by number. Offerors are cautioned that Amendments may modify information provided on the Cover Page.

**OFFER** means the bid or proposal submitted in response this solicitation. The terms Bid and Proposal are used interchangeably with the term Offer.

**OFFEROR** means the single legal entity submitting the offer. The term Bidder is used interchangeably with the term Offeror. See bidding provisions entitled Signing Your Offer and Bid/Proposal As Offer To Contract.

**PAGE TWO** means the second page of the original solicitation, which is labeled Page Two.

**PROCUREMENT OFFICER** means the person, or his successor, identified as such on either the Cover Page, an amendment, or an award notice.

**YOU and YOUR** means Offeror.

**SOLICITATION** means this document, including all its parts, attachments, and any Amendments.

**STATE** means the Using Governmental Unit(s) identified on the Cover Page.

**SUBCONTRACTOR** means any person you contract with to perform or provide any part of the work.

**US or WE** means the using governmental unit.

**USING GOVERNMENTAL UNIT** means the unit(s) of government identified as such on the Cover Page. If the Cover Page identifies the Using Governmental Unit as "Statewide Term Contract," the phrase "Using Governmental Unit" means any South Carolina Public Procurement Unit [11-35-4610(5)] that has submitted a Purchase Order to you pursuant to the contract resulting from this solicitation. Reference the clauses titled "Purchase Orders" and "Statewide Term Contract."

**WORK** means all labor, materials, equipment, services, or property of any type, provided or to be provided by the Contractor to fulfill the Contractor's obligations under the Contract.

### AMENDMENTS TO SOLICITATION

(a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://purchasing.sc.edu>. (b) Offerors shall

acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

#### **AUTHORIZED AGENT (FEB 2015)**

All authority regarding this procurement is vested solely with the responsible Procurement Officer. Unless specifically delegated in writing, the Procurement Officer is the only government official authorized to bind the government with regard to this procurement or the resulting contract.

#### **AWARD NOTIFICATION (FEB 2015)**

Notice regarding any award, cancellation of award, or extension of award will be posted at the location and on the date specified on the Cover Page or, if applicable, any notice of extension of award. Should the contract resulting from this Solicitation have a total or potential value of one hundred thousand dollars or more, such notice will be sent to all Offerors responding to the Solicitation and any award will not be effective until the eleventh day after such notice is given.

#### **BID / PROPOSAL AS OFFER TO CONTRACT (JAN 2004)**

By submitting Your Bid or Proposal, You are offering to enter into a contract with the Using Governmental Unit(s). Without further action by either party, a binding contract shall result upon final award. Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror on the Cover Page. An Offer may be submitted by only one legal entity; "joint bids" are not allowed.

#### **BID ACCEPTANCE PERIOD (JAN 2004)**

In order to withdraw Your Offer after the minimum period specified on the Cover Page, You must notify the Procurement Officer in writing.

#### **BID IN ENGLISH & DOLLARS (JAN 2004)**

Offers submitted in response to this solicitation shall be in the English language and in US dollars, unless otherwise permitted by the Solicitation.

#### **CERTIFICATE OF INDEPENDENT PRICE DETERMINATION (MAY 2008)**

GIVING FALSE, MISLEADING, OR INCOMPLETE INFORMATION ON THIS CERTIFICATION MAY RENDER YOU SUBJECT TO PROSECUTION UNDER SECTION 16-9-10 OF THE SOUTH CAROLINA CODE OF LAWS AND OTHER APPLICABLE LAWS.

(a) By submitting an offer, the offeror certifies that-

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to—

(i) Those prices;

(ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory-

(1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; or

(2)(i) Has been authorized, in writing, to act as agent for the offeror's principals in certifying that those principals have not participated, and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification [As used in this subdivision (b)(2)(i), the term "principals" means the person(s) in the offeror's organization responsible for determining the prices offered in this bid or proposal];

(ii) As an authorized agent, does certify that the principals referenced in subdivision (b)(2)(i) of this certification have not participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification.

(c) If the offeror deletes or modifies paragraph (a)(2) of this certification, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

#### **CERTIFICATION REGARDING DEBARMENT AND OTHER RESPONSIBILITY MATTERS (JAN 2004)**

(a) (1) By submitting an Offer, Offeror certifies, to the best of its knowledge and belief, that-

(i) Offeror and/or any of its Principals-

(A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency;

(B) Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.

(ii) Offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any public (Federal, state, or local) entity.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

(b) Offeror shall provide immediate written notice to the Procurement Officer if, at any time prior to contract award, Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) If Offeror is unable to certify the representations stated in paragraphs (a)(1), Offer must submit a written explanation regarding its inability to make the certification. The certification will be considered in connection with a review of the Offeror's responsibility. Failure of the Offeror to furnish additional information as requested by the Procurement Officer may render the Offeror nonresponsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly or in bad faith rendered an erroneous certification, in addition to other remedies available to the State, the Procurement Officer may terminate the contract resulting from this solicitation for default.

#### **CODE OF LAWS AVAILABLE (JAN 2006)**

The South Carolina Code of Laws, including the Consolidated Procurement Code, is available at

<http://www.scstatehouse.gov/code/statmast.php>. The South Carolina Regulations are available at:

<http://www.scstatehouse.gov/coderegs/statmast.php>.

#### **DISCLOSURE OF CONFLICTS OF INTEREST OR UNFAIR COMPETITIVE ADVANTAGE (FEB 2015)**

You warrant and represent that your offer identifies and explains any unfair competitive advantage you may have in competing for the proposed contract and any actual or potential conflicts of interest that may arise from your participation in this competition or your receipt of an award. The two underlying principles are (a) preventing the existence of conflicting roles that might bias a contractor's judgment, and (b) preventing an unfair competitive advantage. If you have an unfair competitive advantage or a conflict of interest, the state may withhold award. Before withholding award on these grounds, an offeror will be notified of the concerns and provided a reasonable opportunity to respond. Efforts to avoid or mitigate such concerns, including restrictions on future activities, may be considered. Without limiting the foregoing, you represent that your offer identifies any services that relate to either this solicitation or the work and that has already been performed by you, a proposed subcontractor, or an affiliated business of either.

#### **DEADLINE FOR SUBMISSION OF OFFER (JAN 2004)**

Any offer received after the Procurement Officer of the governmental body or his designee has declared that the time set for opening has arrived, shall be rejected unless the offer has been delivered to the designated purchasing office or the governmental bodies' mail room which services that purchasing office prior to the bid opening. [R.19-445.2070(H)]

#### **DRUG FREE WORK PLACE CERTIFICATION (JAN 2004)**

By submitting an Offer, Contractor certifies that, if awarded a contract, Contractor will comply with all applicable provisions of The Drug-free Workplace Act, Title 44, Chapter 107 of the South Carolina Code of Laws, as amended.

### **DUTY TO INQUIRE (FEB 2015)**

Offeror, by submitting an Offer, represents that it has read and understands the Solicitation and that its Offer is made in compliance with the Solicitation. Offerors are expected to examine the Solicitation thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements in the Solicitation. Failure to do so will be at the Offeror's risk. All ambiguities, discrepancies, errors, omissions, or conflicting statements in the Solicitation shall be interpreted to require the better quality or greater quantity of work and/or materials, unless otherwise directed by amendment. Offeror assumes responsibility for any patent ambiguity in the Solicitation that Offeror does not bring to the State's attention. See clause entitled "Questions from Offerors."

### **ETHICS CERTIFICATE (MAY 2008)**

By submitting an offer, the offeror certifies that the offeror has and will comply with, and has not, and will not, induce a person to violate Title 8, Chapter 13 of the South Carolina Code of Laws, as amended (ethics act). The following statutes require special attention: Section 8-13-700, regarding use of official position for financial gain; Section 8-13-705, regarding gifts to influence action of public official; Section 8-13-720, regarding offering money for advice or assistance of public official; Sections 8-13-755 and 8-13-760, regarding restrictions on employment by former public official; Section 8-13-775, prohibiting public official with economic interests from acting on contracts; Section 8-13-790, regarding recovery of kickbacks; Section 8-13-1150, regarding statements to be filed by consultants; and Section 8-13-1342, regarding restrictions on contributions by contractor to candidate who participated in awarding of contract. The state may rescind any contract and recover all amounts expended as a result of any action taken in violation of this provision. If contractor participates, directly or indirectly, in the evaluation or award of public contracts, including without limitation, change orders or task orders regarding a public contract, contractor shall, if required by law to file such a statement, provide the statement required by Section 8-13-1150 to the procurement officer at the same time the law requires the statement to be filed.

### **OMIT TAXES FROM PRICE (JAN 2004)**

Do not include any sales or use taxes in Your price that the State may be required to pay.

### **OPEN TRADE REPRESENTATION (JUN 2015)**

By submitting an Offer, Offeror represents that Offeror is not currently engaged in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300.

### **PROTESTS (JUNE 2006)**

Any prospective bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the solicitation of a contract shall protest within fifteen days of the date of issuance of the applicable solicitation document at issue. Any actual bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the intended award or award of a contract shall protest within ten days of the date notification of award is posted in accordance with this code. A protest shall be in writing, shall set forth the grounds of the protest and the relief requested with enough particularity to give notice of the issues to be decided, and must be received by the appropriate Chief Procurement Officer within the time provided. See clause entitled "Protest-CPO". [Section 11-35-4210]

### **PROHIBITED COMMUNICATIONS AND DONATIONS (FEB 2015)**

Violation of these restrictions may result in disqualification of your offer, suspension or debarment, and may constitute a violation of law.

(a) During the period between publication of the solicitation and final award, ***you must not communicate, directly or indirectly, with the Using Governmental Unit or its employees, agents or officials regarding any aspect of this procurement activity***, unless otherwise approved in writing by the Procurement Officer. All communications must be solely with the Procurement Officer. [R. 19-445.2010]

(b) You are advised to familiarize yourself with Regulation 19-445.2165, which restricts donations to a governmental entity with whom you have or seek to have a contract. ***You represent that your offer discloses any gifts made, directly or through an intermediary, by you or your named subcontractors to or for the benefit of the Using Governmental Unit during the period beginning eighteen months prior to the Opening Date.*** [R. 19-445.2165]

### **PUBLIC OPENING (JAN 2004)**

Offers will be publicly opened at the date / time and at the location identified on the Cover Page, or last Amendment, whichever is applicable.

### **QUESTIONS FROM OFFERORS (FEB 2015)**

Submit Questions via Email only to [jbrookin@fmc.sc.edu](mailto:jbrookin@fmc.sc.edu)



## **Subject: USC-IFB-352-JB Provide Interior Signage for USC Football Operations Facility**

(a) Any prospective offeror desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing. Questions regarding the original solicitation or any amendment must be received by the Procurement Officer no later than five (5) days prior to opening unless an earlier date is stated on the Cover Page. Label any communication regarding your questions with the name of the procurement officer, and the solicitation's title and number. Oral explanations or instructions will not be binding. [See R. 19-445.2042(B)] Any information given a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an Amendment to the solicitation, if that information is necessary for submitting offers or if the lack of it would be prejudicial to other prospective offerors. See clause entitled "Duty to Inquire." We will not identify you in our answer to your question. (b) The State seeks to permit maximum practicable competition. Offerors are urged to advise the Procurement Officer -- as soon as possible -- regarding any aspect of this procurement, including any aspect of the Solicitation that unnecessarily or inappropriately limits full and open competition. [See R. 19-445.2140]

### **REJECTION/CANCELLATION (JAN 2004)**

The State may cancel this solicitation in whole or in part. The State may reject any or all proposals in whole or in part. [SC Code Section 11-35-1710 & R.19-445.2065.]

### **RESPONSIVENESS/IMPROPER OFFERS (JUN 2015)**

(a) Bid as Specified. Offers for supplies or services other than those specified will not be considered unless authorized by the Solicitation.

(b) Multiple Offers. Offerors may submit more than one Offer, provided that each Offer has significant differences other than price. Each separate Offer must satisfy all Solicitation requirements. If this solicitation is an Invitation for Bids, each separate offer must be submitted as a separate document. If this solicitation is a Request for Proposals, multiple offers may be submitted as one document, provided that you clearly differentiate between each offer and you submit a separate cost proposal for each offer, if applicable.

(c) Responsiveness. Any Offer which fails to conform to the material requirements of the Solicitation may be rejected as nonresponsive. Offers which impose conditions that modify material requirements of the Solicitation may be rejected. If a fixed price is required, an Offer will be rejected if the total possible cost to the State cannot be determined. Offerors will not be given an opportunity to correct any material nonconformity. Any deficiency resulting from a minor informality may be cured or waived at the sole discretion of the Procurement Officer. [R.19-445.2070 and Section 11-35-1520(13)]

(d) Price Reasonableness: Any offer may be rejected if the Procurement Officer determines in writing that it is unreasonable as to price. [R. 19-445.2070].

(e) Unbalanced Bidding. The State may reject an Offer as nonresponsive if the prices bid are materially unbalanced between line items or subline items. A bid is materially unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated in relation to cost for other work, and if there is a reasonable doubt that the bid will result in the lowest overall cost to the State even though it may be the low evaluated bid, or if it is so unbalanced as to be tantamount to allowing an advance payment.

(f) **Do not submit bid samples or descriptive literature unless expressly requested.** Unsolicited bid samples or descriptive literature will not be examined or tested, will not be used to determine responsiveness, and will not be deemed to vary any of the provisions of the solicitation. S.C. Code Ann. Reg. 19-445.2077(D).

### **SIGNING YOUR OFFER (JAN 2004)**

Every Offer must be signed by an individual with actual authority to bind the Offeror. (a) If the Offeror is an individual, the Offer must be signed by that individual. If the Offeror is an individual doing business as a firm, the Offer must be submitted in the firm name, signed by the individual, and state that the individual is doing business as a firm. (b) If the Offeror is a partnership, the Offer must be submitted in the partnership name, followed by the words "by its Partner," and signed by a general partner. (c) If the Offeror is a corporation, the Offer must be submitted in the corporate name, followed by the signature and title of the person authorized to sign. (d) An Offer may be submitted by a joint venturer involving any combination of individuals, partnerships, or corporations. If the Offeror is a joint venture, the Offer must be submitted in the name of the Joint Venture and signed by every participant in the joint venture in the manner prescribed in paragraphs (a) through (c) above for each type of participant. (e) If an Offer is signed by an agent, other than as stated in subparagraphs (a) through (d) above, the Offer must state that it has been signed by an Agent. Upon request, Offeror must provide proof of the agent's authorization to bind the principal.

### **STATE OFFICE CLOSINGS (JAN 2004)**

If an emergency or unanticipated event interrupts normal government processes so that offers cannot be received at the government office designated for receipt of bids by the exact time specified in the solicitation, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal government processes resume. In lieu of an automatic extension, an

Amendment may be issued to reschedule bid opening. If state offices are closed at the time a pre-bid or pre-proposal conference is scheduled, an Amendment will be issued to reschedule the conference. Useful information may be available at: <http://www.scemd.org/planandprepare/disasters/severe-winter-weather>

### **SUBMITTING CONFIDENTIAL INFORMATION (FEB 2015)**

(An overview is available at [www.procurement.sc.gov](http://www.procurement.sc.gov)) For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "CONFIDENTIAL" every page, or portion thereof, that Offeror contends contains information that is exempt from public disclosure because it is either (a) a trade secret as defined in Section 30-4-40(a)(1), or (b) privileged and confidential, as that phrase is used in Section 11-35-410. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the words "TRADE SECRET" every page, or portion thereof, that Offeror contends contains a trade secret as that term is defined by Section 39-8-20 of the Trade Secrets Act. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "PROTECTED" every page, or portion thereof, that Offeror contends is protected by Section 11-35-1810. All markings must be conspicuous; use color, bold, underlining, or some other method in order to conspicuously distinguish the mark from the other text. Do not mark your entire response (bid, proposal, quote, etc.) as confidential, trade secret, or protected. If your response, or any part thereof, is improperly marked as confidential or trade secret or protected, the State may, in its sole discretion, determine it nonresponsive. If only portions of a page are subject to some protection, do not mark the entire page. By submitting a response to this solicitation or request, Offeror (1) agrees to the public disclosure of every page of every document regarding this solicitation or request that was submitted at any time prior to entering into a contract (including, but not limited to, documents contained in a response, documents submitted to clarify a response, and documents submitted during negotiations), unless the page is conspicuously marked "TRADE SECRET" or "CONFIDENTIAL" or "PROTECTED", (2) agrees that any information not marked, as required by these bidding instructions, as a "Trade Secret" is not a trade secret as defined by the Trade Secrets Act, and (3) agrees that, notwithstanding any claims or markings otherwise, any prices, commissions, discounts, or other financial figures used to determine the award, as well as the final contract amount, are subject to public disclosure. In determining whether to release documents, the State will detrimentally rely on Offeror's marking of documents, as required by these bidding instructions, as being either "Confidential" or "Trade Secret" or "PROTECTED". By submitting a response, Offeror agrees to defend, indemnify and hold harmless the State of South Carolina, its agencies, officers and employees, from every claim, demand, loss, expense, cost, damage or injury, including attorney's fees, arising out of or resulting from withholding information by the State of South Carolina or any of its agencies, that Offeror marked as "confidential" or "trade secret" or "PROTECTED". (All references to S.C. Code of Laws.)

### **SUBMITTING A PAPER OFFER OR MODIFICATION**

**Paper offers are required.** (a) All prices and notations should be printed in ink or typewritten. Errors should be crossed out, corrections entered and initialed by the person signing the bid. Do not modify the solicitation document itself (including bid schedule). (b) (1) All copies of the offer or modification, and any other documents required to be submitted with the offer shall be enclosed in a sealed, opaque envelope or package. (2) Submit your offer or modification to the address on the Cover Page. (3) The envelope or package must show the time and date specified for opening, the solicitation number, and the name and address of the bidder. If the offer or modification is sent by mail or special delivery service (UPS, Federal Express, etc.), the outermost envelope or wrapper must be labeled "OFFER ENCLOSED" on the face thereof. (c) If you are responding to more than one solicitation, submit each offer in a separate envelope or package. (d) Submit the number of copies indicated on the Cover Page. (e) Facsimile or e-mail offers, modifications, or withdrawals, will not be considered unless authorized by the Solicitation.

### **TAX CREDIT FOR SUBCONTRACTING WITH DISADVANTAGED SMALL BUSINESSES (JAN 2008)**

Pursuant to Section 12-6-3350, a taxpayer having a contract with this State who subcontracts with a socially and economically disadvantaged small business is eligible for an income tax credit equal to four percent of the payments to that subcontractor for work pursuant to the contract. The subcontractor must be certified as a socially and economically disadvantaged small business as defined in Section 11-35-5010 and regulations pursuant to it. The credit is limited to a maximum of fifty thousand dollars annually. A taxpayer is eligible to claim the credit for ten consecutive taxable years beginning with the taxable year in which the first payment is made to the subcontractor that qualifies for the credit. After the above ten consecutive taxable years, the taxpayer is no longer eligible for the credit. A taxpayer claiming the credit shall maintain evidence of work performed for the contract by the subcontractor. The credit may be claimed on Form TC-2, "Minority Business Credit." A copy of the subcontractor's certificate from the Governor's Office of Small and Minority Business (OSMBA) is to be attached to the contractor's income tax return. Questions regarding the tax credit and how to file are to be referred to: SC Department of Revenue, Research and Review, Phone: (803) 898-5786, Fax: (803) 898-5888. Questions regarding subcontractor certification are to be referred to: Governor's Office of Small and Minority Business Assistance, Phone: (803) 734-0657, Fax: (803) 734-2498.

**TAXPAYER IDENTIFICATION NUMBER (JAN 2006)**

(a) If Offeror is owned or controlled by a common parent as defined in paragraph (b) of this provision, Offeror shall submit with its Offer the name and TIN of common parent.

(b) Definitions: "Common parent," as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member. "Taxpayer Identification Number (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

(c) If Offeror does not have a TIN, Offeror shall indicate if either a TIN has been applied for or a TIN is not required. If a TIN is not required, indicate whether (i) Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States; (ii) Offeror is an agency or instrumentality of a state or local government; (iii) Offeror is an agency or instrumentality of a foreign government; or (iv) Offeror is an agency or instrumentality of the Federal Government.

**WITHDRAWAL OR CORRECTION OF OFFER (JAN 2004)**

Offers may be withdrawn by written notice received at any time before the exact time set for opening. If the Solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for opening. A bid may be withdrawn in person by a bidder or its authorized representative if, before the exact time set for opening, the identity of the person requesting withdrawal is established and the person signs a receipt for the bid. The withdrawal and correction of Offers is governed by S.C. Code Section 11-35-1520 and Regulation 19-445.2085.

## **INSTRUCTIONS TO OFFERORS -- B. SPECIAL INSTRUCTIONS**

### **CONFERENCE – PRE-BID/PROPOSAL (JAN 2006)**

**Pre-Bid/Proposal Conference Date and Time: August 9, 2018 at 10:00 AM**

**Location of Pre-Bid/Proposal Conference: 1300 Pickens Street, Columbia SC 29208**

Due to the importance of all offerors having a clear understanding of the specifications and requirements of this solicitation, a conference of potential offerors will be held on the date specified on the cover page. Bring a copy of the solicitation with you. Any changes resulting from this conference will be noted in a written amendment to the solicitation. Your failure to attend will not relieve the Contractor from responsibility for estimating properly the difficulty and cost of successfully performing the work, or for proceeding to successfully perform the work without additional expense to the State. The State assumes no responsibility for any conclusions or interpretations made by the Contractor based on the information made available at the conference. Nor does the State assume responsibility for any understanding reached or representation made concerning conditions which can affect the work by any of its officers or agents before the execution of this contract, unless that understanding or representation is expressly stated in this contract.

### **CLARIFICATION (NOV 2007)**

Pursuant to Section 11-35-1520(8), the Procurement Officer may elect to communicate with you after opening for the purpose of clarifying either your offer or the requirements of the solicitation. Such communications may be conducted only with offerors who have submitted an offer which obviously conforms in all material aspects to the solicitation. Clarification of an offer must be documented in writing and included with the offer. Clarifications may not be used to revise an offer or the solicitation. [Section 11-35-1520(8); R.19-445.2080]

### **ELECTRONIC COPIES – REQUIRED MEDIA AND FORMAT (MAR 2015)**

In addition to your original offer, you must submit an electronic copy on a **USB drive**. Submit the number of copies indicated on the cover page. Each copy should be on separate media. Your business and technical proposals must be on separate media. Every disk or USB drive must be labeled with the solicitation number and the offeror's name, and specify whether its contents address technical proposal or business proposal. If multiple-disk sets are provided, each disk in the set must be appropriately identified as to its relationship to the set, e.g., 1 of 2. The electronic copy must be identical to the original offer. File format shall be compatible with Microsoft Office (version 2003 or later), or Adobe Acrobat or equivalent Portable Document Format (.pdf) viewer. The Procurement Officer must be able to view, search, copy and print electronic documents without a password.

### **DESCRIPTIVE LITERATURE – LABELLING (JAN 2006)**

Include offeror's name on the cover of any specifications or descriptive literature submitted with your offer.

### **OFFERING BY ITEM OR LOT (JAN 2006)**

Offers may be submitted for complete lots or for one or more items not within lots. Failure to offer on all items within a single lot will be reason for rejection.

### **PREFERENCES – A NOTICE TO VENDORS (SEP 2009)**

On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at [www.procurement.sc.gov/preferences](http://www.procurement.sc.gov/preferences). ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES. [11-35-1524(E)(4)&(6)]

**PREFERENCES - SC/US END-PRODUCT (SEP 2009)** Section 11-35-1524 provides a preference to vendors offering South Carolina end-products or US end-products, if those products are made, manufactured, or grown in SC or the US, respectively. An end-product is the tangible project identified for acquisition in this solicitation, including all component parts in final form and ready for the use intended. The terms "made," "manufactured," and

“grown” are defined by Section 11-35-1524(A). By signing your offer and checking the appropriate space(s) provided and identified on the bid schedule, you certify that the end-product(s) is either made, manufactured or grown in South Carolina, or other states of the United States, as applicable. Preference will be applied as required by law. Post award substitutions are prohibited. See “Substitutions Prohibited - End Product Preferences (Sep 2009)” provision.

#### **PREFERENCES - RESIDENT CONTRACTOR PREFERENCE (SEP 2009)**

To qualify for the RCP, you must maintain an office in this state. An office is a nonmobile place for the regular transaction of business or performance of a particular service which has been operated as such by the bidder for at least one year before the bid opening and during that year the place has been staffed for at least fifty weeks by at least two employees for at least thirty five hours a week each. In addition, you must, at the time you submit your bid, directly employ, or have a documented commitment with, individuals domiciled in South Carolina that will perform services expressly required by the solicitation and your total direct labor cost for those individuals to provide those services must exceed fifty percent of your total bid price. [11-35-1524(C)(1)(iii)] Upon request by the procurement officer, you must identify the persons domiciled in South Carolina that will perform the services involved in the procurement upon which you rely in qualifying for the preference, the services those individuals are to perform, and documentation of the your labor cost for each person identified. If requested, your failure to provide this information promptly will be grounds to deny the preference (and, potentially, for other enforcement action).

#### **PREFERENCES - RESIDENT SUBCONTRACTOR PREFERENCE (SEP 2009)**

To qualify for this preference, You must meet the following requirements. (1) You must -- at the time you submit your bid -- have a documented commitment from a single proposed first tier subcontractor to perform some portion of the services expressly required by the solicitation. (2) The subcontractor -- at the time you submit your bid -- must directly employ, or have a documented commitment with, individuals domiciled in South Carolina that will perform services expressly required by the solicitation and the total direct labor cost to the subcontractor for those individuals to provide those services exceeds, as applicable, either twenty percent for a 2% preference or forty percent of bidder's total bid price for a 4% preference. (3) You must identify the subcontractor that will perform the work, the work the subcontractor is to perform, and your factual basis for concluding that the subcontractor's work constitutes the required percentage of the work to be performed in the procurement. [11-35-1524(D)] You can stack this preference, i.e., earn another 2% or 4% preference for each additional qualifying subcontractor, but the preference is capped. [11-35-1524(D)(4), (E)(7)] Upon request by the procurement officer, you must identify the persons domiciled in South Carolina that are to perform the services involved in the procurement upon which you rely in qualifying for the preference, the services those individuals are to perform, the employer of those persons, your relationship with the employer, and documentation of the subcontractor's labor cost for each person identified. If requested, your failure to provide this information promptly will be grounds to deny the preference (and, potentially, for other enforcement action). YOU WILL NOT RECEIVE THE PREFERENCE UNLESS YOU SPECIFY WHETHER YOUR ARE CLAIMING THE 2% OR 4% PREFERENCE AND YOU PROVIDE THE INFORMATION REQUIRED BY ITEM (3) ABOVE.

#### **PROTEST - CPO - MMO ADDRESS (JUN 2006)**

Any protest must be addressed to the Chief Procurement Officer, Materials Management Office, and submitted in writing

(a) by email to [protest-mmo@mmo.state.sc.us](mailto:protest-mmo@mmo.state.sc.us),

(b) by facsimile at 803-737-0639, or

(c) by post or delivery to 1201 Main Street, Suite 600, Columbia, SC 29201.

### **III. SCOPE OF WORK/SPECIFICATIONS**

Bidder shall provide all labor, equipment and material to fabricate, supply and install all signage as specified herein.

Bidders are responsible for all submittals of materials for approval as outlined in the plans and specifications. Failure to have materials approved prior to purchase, fabrication or installation could result in contractor having to remove and replace materials at contractor's expense.

All signage shall be installed no later than December 31, 2018. Installation will begin approximately on November 15, 2018.

See attachments A and B for detailed specifications of the scope of work.

#### **DELIVERY / PERFORMANCE LOCATION – PURCHASE ORDER (JAN 2006)**

After award, all deliveries shall be made and all services provided to the location specified by the Using Governmental Unit in its purchase order.

#### **QUALITY – NEW (JAN 2006)**

All items must be new.

## INFORMATION FOR OFFERORS TO SUBMIT

### INFORMATION FOR OFFERORS TO SUBMIT – GENERAL

**You shall submit a signed Cover Page and Page Two.** Your offer should include all other information and documents requested in this part and in parts II.B. Special Instructions; III. Scope of Work; V. Qualifications; VIII. Bidding Schedule/Price Proposal; and any appropriate attachments addressed in Part IX. Attachments to Solicitations. You should submit a summary of all insurance policies you have or plan to acquire to comply with the insurance requirements stated herein, if any, including policy types; coverage types; limits, sub-limits, and deductibles for each policy and coverage type; the carrier's A.M. Best rating; and whether the policy is written on an occurrence or claims-made basis.

### MINORITY PARTICIPATION (JAN 2006)

Is the bidder a South Carolina Certified Minority Business?  Yes  NO

Is the bidder a Minority Business certified by another governmental entity?  Yes  NO

If so, please list the certifying governmental entity: \_\_\_\_\_

Will any of the work under this contract be performed by a SC certified Minority Business as a subcontractor?  Yes  NO

If so, what percentage of the total value of the contract will be performed by a SC certified Minority Business as a subcontractor?  Yes  NO

Will any of the work under this contract be performed by a minority business certified by another governmental entity as a subcontractor?  Yes  NO

If so, what percentage of the total value of the contract will be performed by a minority business certified by another governmental entity as a subcontractor?  Yes  NO

If a certified Minority Business is participating in this contract, please indicate all categories for which the Business is certified:

- Traditional minority
- Traditional minority, but female
- Women (Caucasian females)
- Hispanic minorities
- DOT referral (Traditional minority)
- DOT referral (Caucasian female)
- Temporary certification
- SBA 8 (a) certification referral
- Other minorities (Native American, Asian, etc.)

(If more than one minority contractor will be utilized in the performance of this contract, please provide the information above for each minority business.)

## V. QUALIFICATIONS

### QUALIFICATION OF OFFEROR (MAR 2015)

(1) To be eligible for award, you must have the capability in all respects to perform fully the contract requirements and the integrity and reliability which will assure good faith performance. We may also consider a documented commitment from a satisfactory source that will provide you with a capability. We may consider information from any source at any time prior to award. We may elect to consider (i) key personnel, any predecessor business, and any key personnel of any predecessor business, including any facts arising prior to the date a business was established, and/or (ii) any subcontractor you identify. (2) You must promptly furnish satisfactory evidence of responsibility upon request. Unreasonable failure to supply requested information is grounds for rejection. (3) **Corporate subsidiaries are cautioned that the financial capability of an affiliated or parent company will not be considered in determining financial capability;** however, we may elect to consider any security, e.g., letter of credit, performance bond, parent-company corporate guaranty, that you offer to provide Instructions and forms to help assure acceptability are posted on [procurement.sc.gov](http://procurement.sc.gov), link to "Standard Clauses & Provisions."

- 1. Bidders must have a minimum of five (5) years experience in the signage industry. Proof of such will be requested prior to award. This requirement refers to the business entity under whose name the bid is submitted (not to individuals within the company).**
- 2. Bidders must have completed five (5) installations of equal or greater dollar value within the past five (5) years. Proof of such will be requested prior to award. This refers to the business entity under whose name the bid is submitted (not to individuals within the company and not as a joint venture with other business entities).**

### SUBCONTRACTOR – IDENTIFICATION (FEB 2015)

If you intend to subcontract, at any tier level, with another business for any portion of the work and that portion either (1) exceeds 10% of your cost, (2) involves access to any "government information," as defined in the clause entitled "Information Security - Definitions," if included, or (3) otherwise involves services critical to your performance of the work (err **on the** side of inclusion), your offer must identify that business and the work which they are to perform. Identify potential subcontractors by providing the business name, address, phone, taxpayer identification number, and point of contact. In determining your responsibility, the state may contact and evaluate your proposed subcontractors.



**VI. AWARD CRITERIA AWARD BY ITEM OR LOT (JAN 2006)**

Award will be made by individual items and/or complete lot(s).

**AWARD CRITERIA – BIDS (JAN 2006)**

Award will be made to the lowest responsible and responsive bidder(s).

**AWARD TO ONE OFFEROR (JAN 2006)**

Award will be made to one Offeror.

## **VII. TERMS AND CONDITIONS -- A. GENERAL**

### **ASSIGNMENT, NOVATION, AND CHANGE OF NAME, IDENTITY, OR STRUCTURE (FEB 2015)**

(a) Contractor shall not assign this contract, or its rights, obligations, or any other interest arising from this contract, or delegate any of its performance obligations, without the express written consent of the responsible procurement officer. The foregoing restriction does not apply to a transfer that occurs by operation of law (e.g., bankruptcy; corporate reorganizations and consolidations, but not including partial asset sales). Notwithstanding the foregoing, contractor may assign monies receivable under the contract provided that the state shall have no obligation to make payment to an assignee until thirty days after contractor (not the assignee) has provided the responsible procurement officer with (i) proof of the assignment, (ii) the identity (by contract number) of the specific state contract to which the assignment applies, and (iii) the name of the assignee and the exact address or account information to which assigned payments should be made. (b) If contractor amends, modifies, or otherwise changes its name, its identity (including its trade name), or its corporate, partnership or other structure, or its FEIN, contractor shall provide the procurement officer prompt written notice of such change. (c) Any name change, transfer, assignment, or novation is subject to the conditions and approval required by Regulation 19-445.2180, which does not restrict transfers by operation of law.

### **BANKRUPTCY - GENERAL (FEB 2015)**

(a) Notice. In the event the Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, the Contractor agrees to furnish written notification of the bankruptcy to the Using Governmental Unit. This notification shall be furnished within two (2) days of the initiation of the proceedings relating to the bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of all State contracts against which final payment has not been made. This obligation remains in effect until final payment under this Contract. (b) Termination. This contract is voidable and subject to immediate termination by the State upon the contractor's insolvency, including the filing of proceedings in bankruptcy.

### **CHOICE-OF-LAW (JAN 2006)**

The Agreement, any dispute, claim, or controversy relating to the Agreement, and all the rights and obligations of the parties shall, in all respects, be interpreted, construed, enforced and governed by and under the laws of the State of South Carolina, except its choice of law rules. As used in this paragraph, the term "Agreement" means any transaction or agreement arising out of, relating to, or contemplated by the solicitation.

### **CONTRACT DOCUMENTS & ORDER OF PRECEDENCE (FEB 2015)**

(a) Any contract resulting from this solicitation shall consist of the following documents: (1) a Record of Negotiations, if any, executed by you and the Procurement Officer, (2) the solicitation, as amended, (3) documentation of clarifications [11-35-1520(8)] or discussions [11-35-1530(6)] of an offer, if applicable, (4) your offer, (5) any statement reflecting the state's final acceptance (a/k/a "award"), and (6) purchase orders. These documents shall be read to be consistent and complimentary. Any conflict among these documents shall be resolved by giving priority to these documents in the order listed above.

(b) The terms and conditions of documents (1) through (5) above shall apply notwithstanding any additional or different terms and conditions in any other document, including without limitation, (i) a purchase order or other instrument submitted by the State, (ii) any invoice or other document submitted by Contractor, or (iii) any privacy policy, terms of use, or end user agreement. Except as otherwise allowed herein, the terms and conditions of all such documents shall be void and of no effect.

(c) No contract, license, or other agreement containing contractual terms and conditions will be signed by any Using Governmental Unit. Any document signed or otherwise agreed to by persons other than the Procurement Officer shall be void and of no effect.

### **DISCOUNT FOR PROMPT PAYMENT (JAN 2006)**

(a) Discounts for prompt payment will not be considered in the evaluation of offers. However, any offered discount will form a part of the award, and will be taken if payment is made within the discount period indicated in the offer by the offeror. As an alternative to offering a discount for prompt payment in conjunction with the offer, offerors awarded contracts may include discounts for prompt payment on individual invoices.

(b) In connection with any discount offered for prompt payment, time shall be computed from the date of the invoice. If the Contractor has not placed a date on the invoice, the due date shall be calculated from the date the designated billing office receives a proper invoice, provided the state annotates such invoice with the date of receipt at the time of receipt. For the purpose of computing the discount earned, payment shall be considered to have been made on the date that appears on the payment check or, for an electronic funds transfer, the specified

payment date. When the discount date falls on a Saturday, Sunday, or legal holiday when Federal Government offices are closed and Government business is not expected to be conducted, payment may be made on the following business day.

**DISPUTES (JAN 2006)**

(1) Choice-of-Forum. All disputes, claims, or controversies relating to the Agreement shall be resolved exclusively by the appropriate Chief Procurement Officer in accordance with Title 11, Chapter 35, Article 17 of the South Carolina Code of Laws, or in the absence of jurisdiction, only in the Court of Common Pleas for, or a federal court located in, Richland County, State of South Carolina. Contractor agrees that any act by the Government regarding the Agreement is not a waiver of either the Government's sovereign immunity or the Government's immunity under the Eleventh Amendment of the United State's Constitution. As used in this paragraph, the term "Agreement" means any transaction or agreement arising out of, relating to, or contemplated by the solicitation. (2) Service of Process. Contractor consents that any papers, notices, or process necessary or proper for the initiation or continuation of any disputes, claims, or controversies relating to the Agreement; for any court action in connection therewith; or for the entry of judgment on any award made, may be served on Contractor by certified mail (return receipt requested) addressed to Contractor at the address provided as the Notice Address on Page Two or by personal service or by any other manner that is permitted by law, in or outside South Carolina. Notice by certified mail is deemed duly given upon deposit in the United States mail.

**EQUAL OPPORTUNITY (JAN 2006)**

Contractor is referred to and shall comply with all applicable provisions, if any, of Title 41, Part 60 of the Code of Federal Regulations, including but not limited to Sections 60-1.4, 60-4.2, 60-4.3, 60-250.5(a), and 60-741.5(a), which are hereby incorporated by reference.

**FALSE CLAIMS (JAN 2006)**

According to the S.C. Code of Laws § 16-13-240, "a person who by false pretense or representation obtains the signature of a person to a written instrument or obtains from another person any chattel, money, valuable security, or other property, real or personal, with intent to cheat and defraud a person of that property is guilty" of a crime.

**FIXED PRICING REQUIRED (JAN 2006)**

Any pricing provided by contractor shall include all costs for performing the work associated with that price. Except as otherwise provided in this solicitation, contractor's price shall be fixed for the duration of this contract, including option terms. This clause does not prohibit contractor from offering lower pricing after award.

**NO INDEMNITY OR DEFENSE (FEB 2015)**

Any term or condition is void to the extent it requires the State to indemnify, defend, or pay attorney's fees to anyone for any reason.

**NOTICE (JAN 2006)**

(A) After award, any notices shall be in writing and shall be deemed duly given (1) upon actual delivery, if delivery is by hand, (2) upon receipt by the transmitting party of automated confirmation or answer back from the recipient's device if delivery is by telex, telegram, facsimile, or electronic mail, or (3) upon deposit into the United States mail, if postage is prepaid, a return receipt is requested, and either registered or certified mail is used. (B) Notice to contractor shall be to the address identified as the Notice Address on Page Two. Notice to the state shall be to the Procurement Officer's address on the Cover Page. Either party may designate a different address for notice by giving notice in accordance with this paragraph.

**OPEN TRADE (JUN 2015)**

During the contract term, including any renewals or extensions, Contractor will not engage in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300.

**PAYMENT & INTEREST (FEB 2015)**

(a) The State shall pay the Contractor, after the submission of proper invoices or vouchers, the prices stipulated in this contract for supplies delivered and accepted or services rendered and accepted, less any deductions provided in this contract. Unless otherwise specified herein, including the purchase order, payment shall not be made on partial deliveries accepted by the Government. (b) Unless otherwise provided herein, including the purchase order, payment will be made by check mailed to the payment address on "Page Two." (c) Notwithstanding any other provision, payment shall be made in accordance with S.C. Code Section 11-35-45, or Chapter 6 of Title 29 (real property improvements) when applicable, which provides the Contractor's exclusive means of recovering any type of interest from the Owner. Contractor waives imposition of an interest penalty unless the invoice submitted specifies that the late penalty is applicable. Except as set forth in this paragraph, the State shall not be liable for the payment of interest on any debt or claim arising out of or related to this contract

for any reason. (d) Amounts due to the State shall bear interest at the rate of interest established by the South Carolina Comptroller General pursuant to Section 11-35-45 ("an amount not to exceed fifteen percent each year"), as amended, unless otherwise required by Section 29-6-30. (e) Any other basis for interest, including but not limited to general (pre- and post-judgment) or specific interest statutes, including S.C. Code Ann. Section 34-31-20, are expressly waived by both parties. If a court, despite this agreement and waiver, requires that interest be paid on any debt by either party other than as provided by items (c) and (d) above, the parties further agree that the applicable interest rate for any given calendar year shall be the lowest prime rate as listed in the first edition of the Wall Street Journal published for each year, applied as simple interest without compounding. (f) The State shall have all of its common law, equitable and statutory rights of set-off.

#### **PUBLICITY (JAN 2006)**

Contractor shall not publish any comments or quotes by State employees, or include the State in either news releases or a published list of customers, without the prior written approval of the Procurement Officer.

#### **PURCHASE ORDERS (JAN 2006)**

Contractor shall not perform any work prior to the receipt of a purchase order from the using governmental unit. The using governmental unit shall order any supplies or services to be furnished under this contract by issuing a purchase order. Purchase orders may be used to elect any options available under this contract, e.g., quantity, item, delivery date, payment method, but are subject to all terms and conditions of this contract. Purchase orders may be electronic. No particular form is required. An order placed pursuant to the purchasing card provision qualifies as a purchase order.

#### **SURVIVAL OF OBLIGATIONS (JAN 2006)**

The Parties' rights and obligations which, by their nature, would continue beyond the termination, cancellation, rejection, or expiration of this contract shall survive such termination, cancellation, rejection, or expiration, including, but not limited to, the rights and obligations created by the following clauses: Indemnification - Third Party Claims, Intellectual Property Indemnification, and any provisions regarding warranty or audit.

#### **TAXES (JAN 2006)**

Any tax the contractor may be required to collect or pay upon the sale, use or delivery of the products shall be paid by the State, and such sums shall be due and payable to the contractor upon acceptance. Any personal property taxes levied after delivery shall be paid by the State. It shall be solely the State's obligation, after payment to contractor, to challenge the applicability of any tax by negotiation with, or action against, the taxing authority. Contractor agrees to refund any tax collected, which is subsequently determined not to be proper and for which a refund has been paid to contractor by the taxing authority. In the event that the contractor fails to pay, or delays in paying, to any taxing authorities, sums paid by the State to contractor, contractor shall be liable to the State for any loss (such as the assessment of additional interest) caused by virtue of this failure or delay. Taxes based on Contractor's net income or assets shall be the sole responsibility of the contractor.

#### **TERMINATION DUE TO UNAVAILABILITY OF FUNDS (JAN 2006)**

Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds therefore. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled. In the event of a cancellation pursuant to this paragraph, contractor will be reimbursed the resulting unamortized, reasonably incurred, nonrecurring costs. Contractor will not be reimbursed any costs amortized beyond the initial contract term.

#### **THIRD PARTY BENEFICIARY (JAN 2006)**

This Contract is made solely and specifically among and for the benefit of the parties hereto, and their respective successors and assigns, and no other person will have any rights, interest, or claims hereunder or be entitled to any benefits under or on account of this Contract as a third party beneficiary or otherwise.

#### **WAIVER (JAN 2006)**

The State does not waive any prior or subsequent breach of the terms of the Contract by making payments on the Contract, by failing to terminate the Contract for lack of performance, or by failing to strictly or promptly insist upon any term of the Contract. Only the Procurement Officer has actual authority to waive any of the State's rights under this Contract. Any waiver must be in writing.

#### **VII. TERMS AND CONDITIONS -- B. SPECIAL**

#### **HIPAA LAW**

The Contractor agrees that to the extent that some or all of the activities within the scope of this Contract are subject to the Health Insurance Portability Accountability Act of 1996, P.L. 104-91, as amended ("HIPAA"), or its implementing regulations, it will comply with the HIPAA requirements and will execute such agreements and practices as the University of South Carolina may require to ensure compliance. Additional information may be viewed at: <http://www.sa.sc.edu/shs/hipaa>

#### **BANKRUPTCY – GOVERNMENT INFORMATION (FEB 2015)**

(a) All government information (as defined in the clause herein entitled "Information Security - Definitions") shall belong exclusively to the State, and Contractor has no legal or equitable interest in, or claim to, such information. Contractor acknowledges and agrees that in the event Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, government information in its possession and/or under its control will not be considered property of its bankruptcy estate.

(b) Contractor agrees to notify the State within forty-eight (48) hours of any determination that it makes to file for bankruptcy protection, and Contractor further agrees to turn over to the State, before such filing, all government information that is in Contractor's possession in a format that can be readily utilized by the State.

(c) In order to protect the integrity and availability of government information, Contractor shall take reasonable measures to evaluate and monitor the financial circumstances of any subcontractor that will process, store, transmit or access government information.

#### **CHANGES (JAN 2006)**

(1) Contract Modification. By a written order, at any time, and without notice to any surety, the Procurement Officer may, subject to all appropriate adjustments, make changes within the general scope of this contract in any one or more of the following:

(a) drawings, designs, or specifications, if the supplies to be furnished are to be specially manufactured for the [State] in accordance therewith;

(b) method of shipment or packing;

(c) place of delivery;

(d) description of services to be performed;

(e) time of performance (i.e., hours of the day, days of the week, etc.); or,

(f) place of performance of the services. Subparagraphs (a) to (c) apply only if supplies are furnished under this contract. Subparagraphs (d) to (f) apply only if services are performed under this contract.

(2) Adjustments of Price or Time for Performance. If any such change increases or decreases the contractor's cost of, or the time required for, performance of any part of the work under this contract, whether or not changed by the order, an adjustment shall be made in the contract price, the delivery schedule, or both, and the contract modified in writing accordingly. Any adjustment in contract price made pursuant to this clause shall be determined in accordance with the Price Adjustment Clause of this contract. Failure of the parties to agree to an adjustment shall not excuse the contractor from proceeding with the contract as changed, provided that the State promptly and duly make such provisional adjustments in payment or time for performance as may be reasonable. By proceeding with the work, the contractor shall not be deemed to have prejudiced any claim for additional compensation, or an extension of time for completion.

(3) Time Period for Claim. Within 30 days after receipt of a written contract modification under Paragraph (1) of this clause, unless such period is extended by the Procurement Officer in writing, the contractor shall file notice of intent to assert a claim for an adjustment. Later notification shall not bar the contractor's claim unless the State is prejudiced by the delay in notification.

(4) Claim Barred After Final Payment. No claim by the contractor for an adjustment hereunder shall be allowed if notice is not given prior to final payment under this contract.

#### **CISG (JAN 2006)**

The parties expressly agree that the UN Convention on the International Sale of Goods shall not apply to this agreement.

#### **CONTRACTOR PERSONNEL (JAN 2006)**

The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

#### **COMPLIANCE WITH LAWS (JAN 2006)**

During the term of the contract, contractor shall comply with all applicable provisions of laws, codes, ordinances, rules, regulations, and tariffs.

#### **CONFERENCE – PRE-PERFORMANCE (JAN 2006)**

Unless waived by the Procurement Officer, a pre-performance conference between the contractor, state and Procurement Officer shall be held at a location selected by the state within five (5) days after final award, and prior

to commencement of work under the contract. The responsibilities of all parties involved will be discussed to assure a meeting of the minds of all concerned. The successful contractor or his duly authorized representative shall be required to attend at contractor's expense.

#### **CONTRACTOR'S LIABILITY INSURANCE - GENERAL (FEB 2015)**

(a) Without limiting any of the obligations or liabilities of Contractor, Contractor shall procure from a company or companies lawfully authorized to do business in South Carolina and with a current A.M. Best rating of no less than A: VII, and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work and the results of that work by the contractor, his agents, representatives, employees or subcontractors.

(b) Coverage shall be at least as broad as:

(1) Commercial General Liability (CGL): Insurance Services Office (ISO) Form CG 00 01 12 07 covering CGL on an "occurrence" basis, including products-completed operations, personal and advertising injury, with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, the general aggregate limit shall be twice the required occurrence limit. This contract shall be considered to be an "insured contract" as defined in the policy.

(2) Auto Liability: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limits no less than \$1,000,000 per accident for bodily injury and property damage.

(3) Worker's Compensation: As required by the State of South Carolina, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.

(c) Every applicable Using Governmental Unit, and the officers, officials, employees and volunteers of any of them, must be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used.

(d) For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance as respects the State, every applicable Using Governmental Unit, and the officers, officials, employees and volunteers of any of them. Any insurance or self-insurance maintained by the State, every applicable Using Governmental Unit, or the officers, officials, employees and volunteers of any of them, shall be excess of the Contractor's insurance and shall not contribute with it.

(e) Prior to commencement of the work, the Contractor shall furnish the State with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this section. All certificates are to be received and approved by the State before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The State reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by this section, at any time.

(f) Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. In addition, the Contractor shall notify the State immediately upon receiving any information that any of the coverages required by this section are or will be changed, cancelled, or replaced.

(g) Contractor hereby grants to the State and every applicable Using Governmental Unit a waiver of any right to subrogation which any insurer of said Contractor may acquire against the State or applicable Using Governmental Unit by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the State or Using Governmental Unit has received a waiver of subrogation endorsement from the insurer.

(h) Any deductibles or self-insured retentions must be declared to and approved by the State. The State may require the Contractor to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

(i) The State reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

#### **CONTRACTOR PERSONNEL (JAN 2006)**

The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

#### **CONTRACTOR'S OBLIGATION – GENERAL (JAN 2006)**

The contractor shall provide and pay for all materials, tools, equipment, labor and professional and non-professional services, and shall perform all other acts and supply all other things necessary, to fully and properly perform and complete the work. The contractor must act as the prime contractor and assume full responsibility for any subcontractor's performance. The contractor will be considered the sole point of contact with regard to all

situations, including payment of all charges and the meeting of all other requirements. **CONTRACTOR'S USE OF STATE PROPERTY (JAN 2006)**

Upon termination of the contract for any reason, the State shall have the right, upon demand, to obtain access to, and possession of, all State properties, including, but not limited to, current copies of all State application programs and necessary documentation, all data, files, intermediate materials and supplies held by the contractor. Contractor shall not use, reproduce, distribute, display, or sell any data, material, or documentation owned exclusively by the State without the State's written consent, except to the extent necessary to carry out the work.

#### **DEFAULT – SHORT FORM (FEB 2015)**

The state may terminate this contract, or any part hereof, for cause in the event of any default by the contractor, or if the contractor fails to comply with any material contract terms and conditions, or fails to provide the state, upon request, with adequate assurances of future performance. In the event of termination for cause, the state shall not be liable to the contractor for any amount for supplies or services not accepted, and the contractor shall be liable to the state for any and all rights and remedies provided by law. If it is determined that the state improperly terminated this contract for default, such termination shall be deemed a termination for convenience.

#### **DISPOSAL OF PACKAGING (JAN 2006)**

Contractor shall dispose of all wrappings, crating, and other disposable materials pertaining to this contract at the end of each working day and upon completion of installation.

#### **ILLEGAL IMMIGRATION (NOV 2008)**

(An overview is available at [www.procurement.sc.gov](http://www.procurement.sc.gov)) By signing your offer, you certify that you will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agree to provide to the State upon request any documentation required to establish either: (a) that Title 8, Chapter 14 is inapplicable to you and your subcontractors or sub-subcontractors; or (b) that you and your subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony, and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." You agree to include in any contracts with your subcontractors language requiring your subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14, and (b) include in their contracts with the sub-subcontractors language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14.

#### **INDEMNIFICATION-THIRD PARTY CLAIMS – GENERAL (NOV 2011)**

Notwithstanding any limitation in this agreement, and to the fullest extent permitted by law, Contractor shall defend and hold harmless Indemnitees for and against any and all suits or claims of any character (and all related damages, settlement payments, attorneys' fees, costs, expenses, losses or liabilities) by a third party which are attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property arising out of or in connection with the goods or services acquired hereunder or caused in whole or in part by any act or omission of contractor, its subcontractors, their employees, workmen, servants, agents, or anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable, regardless of whether or not caused in part by an Indemnitee, and whether or not such claims are made by a third party or an Indemnitee; however, if an Indemnitee's negligent act or omission is subsequently determined to be the sole proximate cause of a suit or claim, the Indemnitee shall not be entitled to indemnification hereunder. Contractor shall be given timely written notice of any suit or claim. Contractor's obligations hereunder are in no way limited by any protection afforded under workers' compensation acts, disability benefits acts, or other employee benefit acts. This clause shall not negate, abridge, or reduce any other rights or obligations of indemnity which would otherwise exist. The obligations of this paragraph shall survive termination, cancelation, or expiration of the parties' agreement. This provision shall be construed fairly and reasonably, neither strongly for nor against either party, and without regard to any clause regarding insurance. As used in this clause, "Indemnitees" means the State of South Carolina, its instrumentalities, agencies, departments, boards, political subdivisions and all their respective officers, agents and employees.

#### **INDEMNIFICATION - INTELLECTUAL PROPERTY (JAN 2006)**

(a) Without limitation and notwithstanding any provision in this agreement, Contractor shall, upon receipt of notification, defend and indemnify the State, its instrumentalities, agencies, departments, boards, political subdivisions and all their respective officers, agents and employees against all actions, proceedings or claims of any nature (and all damages, settlement payments, attorneys' fees (including inside counsel), costs, expenses, losses or liabilities attributable thereto) by any third party asserting or involving an IP right related to an acquired item. State shall allow Contractor to defend such claim so long as the defense is diligently and capably prosecuted. State shall allow Contractor to settle such claim so long as (i) all settlement payments are made by Contractor, and (ii) the settlement imposes no non-monetary obligation upon State. State shall reasonably cooperate with Contractor's defense of such claim. (b) In the event an injunction or order shall be obtained against State's use of

any acquired item, or if in Contractor's opinion, the acquired item is likely to become the subject of a claim of infringement or violation of an IP right, Contractor shall, without in any way limiting the foregoing, and at its expense, either: (1) procure for State the right to continue to use, or have used, the acquired item, or (2) replace or modify the acquired item so that it becomes non-infringing but only if the modification or replacement does not adversely affect the specifications for the acquired item or its use by State. If neither (1) nor (2), above, is practical, State may require that Contractor remove the acquired item from State, refund to State any charges paid by State therefor, and take all steps necessary to have State released from any further liability. (c) Contractor's obligations under this paragraph do not apply to a claim to the extent (i) that the claim is caused by Contractor's compliance with specifications furnished by the State unless Contractor knew its compliance with the State's specifications would infringe an IP right, or (ii) that the claim is caused by Contractor's compliance with specifications furnished by the State if the State knowingly relied on a third party's IP right to develop the specifications provided to Contractor and failed to identify such product to Contractor. (d) As used in this paragraph, these terms are defined as follows: "IP right(s)" means a patent, copyright, trademark, trade secret, or any other proprietary right. "Acquired item(s)" means the rights, goods, or services furnished under this agreement. "Specification(s)" means a detailed, exact statement of particulars such as a statement prescribing materials, dimensions, and quality of work. (e) Contractor's obligations under this clause shall survive the termination, cancellation, rejection, or expiration of this Agreement.

#### **LICENSES AND PERMITS (JAN 2006)**

During the term of the contract, the Contractor shall be responsible for obtaining, and maintaining in good standing, all licenses (including professional licenses, if any), permits, inspections and related fees for each or any such licenses, permits and /or inspections required by the State, county, city or other government entity or unit to accomplish the work specified in this solicitation and the contract.

**MATERIAL AND WORKMANSHIP (JAN 2006)** Unless otherwise specifically provided in this contract, all equipment, material, and articles incorporated in the work covered by this contract are to be new and of the most suitable grade for the purpose intended.

#### **PRICE ADJUSTMENTS (JAN 2006)**

(1) Method of Adjustment. Any adjustment in the contract price made pursuant to a clause in this contract shall be consistent with this Contract and shall be arrived at through whichever one of the following ways is the most valid approximation of the actual cost to the Contractor (including profit, if otherwise allowed):

- (a) by agreement on a fixed price adjustment before commencement of the pertinent performance or as soon thereafter as practicable;
- (b) by unit prices specified in the Contract or subsequently agreed upon;
- (c) by the costs attributable to the event or situation covered by the relevant clause, including profit if otherwise allowed, all as specified in the Contract; or subsequently agreed upon;
- (d) in such other manner as the parties may mutually agree; or,
- (e) in the absence of agreement by the parties, through a unilateral initial written determination by the Procurement Officer of the costs attributable to the event or situation covered by the clause, including profit if otherwise allowed, all as computed by the Procurement Officer in accordance with generally accepted accounting principles, subject to the provisions of Title 11, Chapter 35, Article 17 of the S.C. Code of Laws.

(2) Submission of Price or Cost Data. Upon request of the Procurement Officer, the contractor shall provide reasonably available factual information to substantiate that the price or cost offered, for any price adjustments is reasonable, consistent with the provisions of Section 11-35-1830.

#### **PRICING DATA – AUDIT – INSPECTION (JAN 2006)**

[Clause Included Pursuant to Section 11-35-1830, - 2210, & -2220] (a) Cost or Pricing Data. Upon Procurement Officer's request, you shall submit cost or pricing data, as defined by 48 C.F.R. Section 2.101 (2004), prior to either (1) any award to contractor pursuant to 11-35-1530 or 11-35-1560, if the total contract price exceeds \$500,000, or (2) execution of a change order or contract modification with contractor which exceeds \$100,000. Your price, including profit or fee, shall be adjusted to exclude any significant sums by which the state finds that such price was increased because you furnished cost or pricing data that was inaccurate, incomplete, or not current as of the date agreed upon between parties. (b) Records Retention. You shall maintain your records for three years from the date of final payment, or longer if requested by the chief Procurement Officer. The state may audit your records at reasonable times and places. As used in this subparagraph (b), the term "records" means any books or records that relate to cost or pricing data submitted pursuant to this clause. In addition to the obligation stated in this subparagraph (b), you shall retain all records and allow any audits provided for by 11-35-2220(2). (c) Inspection. At reasonable times, the state may inspect any part of your place of business which is related to performance of the work. (d) Instructions Certification. When you submit data pursuant to subparagraph (a), you shall (1) do so in accordance with the instructions appearing in Table 15-2 of 48 C.F.R. Section 15.408 (2004) (adapted as necessary for the state context), and (2) submit a Certificate of Current Cost or Pricing Data, as prescribed by 48 CFR Section 15.406-2(a) (adapted as necessary for the state context). (e) Subcontracts. You



shall include the above text of this clause in all of your subcontracts. (f) Nothing in this clause limits any other rights of the state.

#### **PROTECTION OF HUMAN HEALTH AND THE ENVIRONMENT**

The University of South Carolina requires that all contractual activities to be in compliance with local, state and federal mandates concerning "protection of human health and the environment". In addition, the University of South Carolina is a "Drug Free Work Place" and requires all contractors to comply with South Carolina Code of Laws Section 41-15-10 ET sequence (1976 w/amendments). Any contractor doing business with the University will be required to document compliance with these mandates and to furnish specific information requested by the University's Department of Environmental Health and Safety when notified to do so. The Contractor understands and agrees that jobsites are open at all times work is being performed by the Contractor to authorized University employees who have been trained to identify unsafe work conditions. The Contractor will immediately correct any deficiencies noted by these inspections when requested by the University's Department of Environmental Health and Safety to do so. In work areas where a specific hazard is posed which includes but is not limited to lead paint and asbestos abatement projects, Contractors will be required to produce Lead Compliance Plans and Asbestos Project Designs which outline their method of work prior to the start of work. Each contractor shall designate a responsible member of the Contractor's organization to be at the site whose duty shall be the prevention of accidents. By submission of this bid, the vendor agrees to take all necessary steps to insure compliance with the requirements outlined above.

#### **RELATIONSHIP OF THE PARTIES (JAN 2006)**

Neither party is an employee, agent, partner, or joint venturer of the other. Neither party has the right or ability to bind the other to any agreement with a third party or to incur any obligation or liability on behalf of the other party.

#### **RESTRICTIONS ON PRESENTING TERMS OF USE OR OFFERING ADDITIONAL SERVICES (FEB 2015)**

(a) Citizens, as well as public employees (acting in their individual capacity), should not be unnecessarily required to agree to or provide consent to policies or contractual terms in order to access services acquired by the government pursuant to this contract (hereinafter "applicable services") or, in the case of public employees, to perform their job duties; accordingly, in performing the work, contractor shall not require or invite any citizen or public employee to agree to or provide consent to any end user contract, privacy policy, or other terms of use (hereinafter "terms of use") not previously approved in writing by the procurement officer. Contractor agrees that any terms of use regarding applicable services are void and of no effect.

(b) Unless expressly provided in the solicitation, public contracts are not intended to provide contractors an opportunity to market additional products and services; accordingly, in performing the work, contractor shall not – for itself or on behalf of any third party – offer citizens or public employees (other than the procurement officer) any additional products or services not required by the contract.

(c) Any reference to contractor in items (a) or (b) also includes any subcontractor at any tier. Contractor is responsible for compliance with these obligations by any person or entity that contractor authorizes to take any action related to the work.

(d) Any violation of this clause is a material breach of contract. The parties acknowledge the difficulties inherent in determining the damage from any breach of these restrictions. Contractor shall pay the state liquidated damages of \$1,000 for each contact with a citizen or end user that violates this restriction.

#### **SHIPPING / RISK OF LOSS (JAN 2006)**

F.O.B. Destination. Destination is the shipping dock of the Using Governmental Units' designated receiving site, or other location, as specified herein. (See Delivery clause)

#### **STORAGE OF MATERIALS (JAN 2006)**

Absent approval of the using governmental unit, Contractor shall not store items on the premises of the using governmental unit prior to the time set for installation.

#### **SUBSTITUTIONS PROHIBITED - END PRODUCT PREFERENCES (SEP 2009)**

If you receive the award as a result of the South Carolina end product or United States end product preference, you may not substitute a nonqualifying end product for a qualified end product. If you violate this provision, the State may terminate your contract for cause and you may be debarred. In addition, you shall pay to the State an amount equal to twice the difference between the price paid by the State and your evaluated price for the item for which you delivered a substitute.

#### **SUBCONTRACTOR SUBSTITUTION PROHIBITED - RESIDENT SUBCONTRACTOR PREFERENCE (SEP 2009)**

If you receive an award as a result of the subcontractor preference, you may not substitute any business for the subcontractor upon which you relied to qualify for the preference, unless first approved in writing by the

procurement officer. If you violate this provision, the State may terminate your contract for cause and you may be debarred. In addition, the procurement officer may require you to pay the State an amount equal to twice the difference between the price paid by the State and the price offered by the next lowest bidder, unless the substituted subcontractor qualifies for the preference. [11-35-1524(D)(5)(c)]

#### **STORAGE OF MATERIALS (JAN 2006)**

Absent approval of the using governmental unit, Contractor shall not store items on the premises of the using governmental unit prior to the time set for installation.

#### **TERMINATION FOR CONVENIENCE (JAN 2006)**

(1) Termination. The Procurement Officer may terminate this contract in whole or in part, for the convenience of the State. The Procurement Officer shall give written notice of the termination to the contractor specifying the part of the contract terminated and when termination becomes effective.

(2) Contractor's Obligations. The contractor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination the contractor will stop work to the extent specified. The contractor shall also terminate outstanding orders and subcontracts as they relate to the terminated work. The contractor shall settle the liabilities and claims arising out of the termination of subcontracts and orders connected with the terminated work. The Procurement Officer may direct the contractor to assign the contractor's right, title, and interest under terminated orders or subcontracts to the State. The contractor must still complete the work not terminated by the notice of termination and may incur obligations as are necessary to do so.

(3) Right to Supplies. The Procurement Officer may require the contractor to transfer title and deliver to the State in the manner and to the extent directed by the Procurement Officer: (a) any completed supplies; and (b) such partially completed supplies and materials, parts, tools, dies, jigs, fixtures, plans, drawings, information, and contract rights (hereinafter called "manufacturing material") as the contractor has specifically produced or specially acquired for the performance of the terminated part of this contract. The contractor shall, upon direction of the Procurement Officer, protect and preserve property in the possession of the contractor in which the State has an interest. If the Procurement Officer does not exercise this right, the contractor shall use best efforts to sell such supplies and manufacturing materials in accordance with the standards of Uniform Commercial Code Section 2-706. Utilization of this Section in no way implies that the State has breached the contract by exercise of the Termination for Convenience Clause.

(4) Compensation. (a) The contractor shall submit a termination claim specifying the amounts due because of the termination for convenience together with cost or pricing data required by Section 11-35-1830 bearing on such claim. If the contractor fails to file a termination claim within one year from the effective date of termination, the Procurement Officer may pay the contractor, if at all, an amount set in accordance with Subparagraph (c) of this Paragraph.

(b) The Procurement Officer and the contractor may agree to a settlement and that the settlement does not exceed the total contract price plus settlement costs reduced by payments previously made by the State, the proceeds of any sales of supplies and manufacturing materials under Paragraph (3) of this clause, and the contract price of the work not terminated;

(c) Absent complete agreement under Subparagraph (b) of this Paragraph, the Procurement Officer shall pay the contractor the following amounts, provided payments agreed to under Subparagraph (b) shall not duplicate payments under this Subparagraph:

(i) contract prices for supplies or services accepted under the contract;

(ii) costs reasonably incurred in performing the terminated portion of the work less amounts paid or to be paid for accepted supplies or services;

(iii) reasonable costs of settling and paying claims arising out of the termination of subcontracts or orders pursuant to Paragraph (2) of this clause. These costs must not include costs paid in accordance with Subparagraph (c)(ii) of this paragraph;

(iv) any other reasonable costs that have resulted from the termination. The total sum to be paid the contractor under this Subparagraph shall not exceed the total contract price plus the reasonable settlement costs of the contractor reduced by the amount of payments otherwise made, the proceeds of any sales of supplies and manufacturing materials under Subparagraph (b) of this Paragraph, and the contract price of work not terminated.

(d) Contractor must demonstrate any costs claimed, agreed to, or established under Subparagraphs (b) and (c) of this Paragraph using its standard record keeping system, provided such system is consistent with any applicable Generally Accepted Accounting Principles.

(5) Contractor's failure to include an appropriate termination for convenience clause in any subcontract shall not (i) affect the state's right to require the termination of a subcontract, or (ii) increase the obligation of the state beyond what it would have been if the subcontract had contained an appropriate clause.

#### **WARRANTY – ONE YEAR (JAN 2006)**

Contractor warrants all items acquired shall conform to all contractor's representations, the requirements of this contract, and all published documentation.

**WARRANTY – ONE YEAR (JAN 2006)**

Contractor warrants all items acquired shall conform to all contractor's representations, the requirements of this contract, and all published documentation.

**WARRANTY – STANDARD (JAN 2006)**

Contractor must provide the manufacturer's standard written warranty upon delivery of product. Contractor warrants that manufacturer will honor the standard written warranty provided.

**VIII. BIDDING SCHEDULE / PRICE-BUSINESS PROPOSAL**

**BIDDING SCHEDULE (NOV 2007)**

**LOT 1 (ITEMS 1-2)**

Item	Description	Total Cost	RVP	EPP (SC/US)	RCP	RSP
1	Material to fabricate, supply and install all signage indicated by the plans and specifications	\$				
2	Labor to fabricate, supply and install all signage indicated by the plans and specifications	\$				
<b>Total for Items 1-2</b>		\$				

**Note:** The service and/or commodity 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 additional conditions 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 to perform the work:
- 2) Identify the work the subcontractor is to perform:
- 3) Bidder's factual basis for concluding that the subcontractor's work constitutes the required percentage of the work to be performed in the procurement.

**IX. ATTACHMENTS TO SOLICITATION**

ATTACHMENTS LIST

The following documents are attached to this solicitation:

IMPORTANT TAX NOTICE - NONRESIDENTS ONLY

OFFEROR'S CHECKLIST

ATTACHMENT A – SIGNAGE & WAYFINDING – DESIGN INTENT (INTERIOR)

ATTACHMENT B – USC FOOTBALL OPS INTERIOR SIGNAGE MESSAGE SCHEDULE

**IMPORTANT TAX NOTICE - NONRESIDENTS ONLY**

Withholding Requirements for Payments to Nonresidents: Section 12-8-550 of the South Carolina Code of Laws requires persons hiring or contracting with a nonresident conducting a business or performing personal services of a temporary nature within South Carolina to withhold 2% of each payment made to the nonresident. The withholding requirement does not apply to (1) payments on purchase orders for tangible personal property when the payments are not accompanied by services to be performed in South Carolina, (2) nonresidents who are not conducting business in South Carolina, (3) nonresidents for contracts that do not exceed \$10,000 in a calendar year, or (4) payments to a nonresident who (a) registers with either the S.C. Department of Revenue or the S.C. Secretary of State and (b) submits a Nonresident Taxpayer Registration Affidavit - Income Tax Withholding, Form I-312 to the person letting the contract.

The withholding requirement applies to every governmental entity that uses a contract ("Using Entity"). Nonresidents should submit a separate copy of the Nonresident Taxpayer Registration Affidavit - Income Tax Withholding, Form I-312 to every Using Entity that makes payment to the nonresident pursuant to this solicitation. Once submitted, an affidavit is valid for all contracts between the nonresident and the Using Entity, unless the Using Entity receives notice from the Department of Revenue that the exemption from withholding has been revoked.

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Section 12-8-540 requires persons making payment to a nonresident taxpayer of rentals or royalties at a rate of \$1,200.00 or more a year for the use of or for the privilege of using property in South Carolina to withhold 7% of the total of each payment made to a nonresident taxpayer who is not a corporation and 5% if the payment is made to a corporation. Contact the Department of Revenue for any applicable exceptions.

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For information about other withholding requirements (e.g., employee withholding), contact the Withholding Section at the South Carolina Department of Revenue at 803-898-5383 or visit the Department's website at: <https://dor.sc.gov>

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This notice is for informational purposes only. This agency does not administer and has no authority over tax issues. All registration questions should be directed to the License and Registration Section at 803-898-5872 or to the South Carolina Department of Revenue, Registration Unit, Columbia, S.C. 29214-0140. All withholding questions should be directed to the Withholding Section at 803-896-1420.

PLEASE SEE THE "NONRESIDENT TAXPAYER REGISTRATION AFFIDAVIT INCOME TAX WITHHOLDING" FORM (FORM NUMBER I-312) LOCATED AT: [https://dor.sc.gov/forms-site/Forms/I312\\_05182015.pdf](https://dor.sc.gov/forms-site/Forms/I312_05182015.pdf)

## OFFEROR'S CHECKLIST -- AVOID COMMON BID/PROPOSAL MISTAKES

Review this checklist prior to submitting your bid/proposal.

If you fail to follow this checklist, you risk having your bid/proposal rejected.

- Do not include any of your standard contract forms!
- Unless expressly required, do not include any additional boilerplate contract clauses.
- Reread your entire bid/proposal to make sure your bid/proposal does not take exception to any of the state's mandatory requirements.
- Make sure you have properly marked all protected, confidential, or trade secret information in accordance with the instructions entitled: SUBMITTING CONFIDENTIAL INFORMATION. **DO NOT mark your entire bid/proposal as confidential, trade secret, or protected! Do not include a legend on the cover stating that your entire response is not to be released!**
- Have you properly acknowledged all amendments? Instructions regarding how to acknowledge an amendment should appear in all amendments issued.
- Make sure your bid/proposal includes a copy of the solicitation cover page. Make sure the cover page is signed by a person that is authorized to contractually bind your business.
- Make sure your Bid/proposal includes the number of copies requested.
- Check to ensure your Bid/proposal includes everything requested!
- If you have concerns about the solicitation, do not raise those concerns in your response! **After opening, it is too late! If this solicitation includes a pre-bid/proposal conference or a question & answer period, raise your questions as a part of that process!** Please see instructions under the heading "submission of questions" and any provisions regarding pre-bid/proposal conferences.

07/16/2018

**UNIVERSITY OF SOUTH CAROLINA**  
FOOTBALL OPERATIONS BUILDING

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**Signage & Wayfinding - Design Intent (Interior)**





SIGNAGE & WAYFINDING //

**GENERAL NOTES & FINISH SCHEDULE**

## GENERAL NOTES:

**Material Finish** — Samples of each material and material finish to be provided and approved by the DESIGNER prior to fabrication.

**Mounting** — Wall-mounted room signs scheduled on drywall, metal door, and glass surfaces may be mounted without mechanical fasteners using VHB tape and silicone adhesive.

Room signs mounted to glass to have a vinyl application (similar to the room sign size) applied to second surface glass to hide tape and adhesive. See specifications this document for size, quantity, and design intent.

Signs scheduled on brick, CMU block, or concrete surfaces should be mounted with mounting plates and studs or mechanical fasteners. No visible fasteners on any room identification (ADA) signs.

No visible fasteners when possible. If fasteners must be exposed for mounting security and/or safety, ensure fasteners have a similar finish as the sign face they are on.

**Finishing** — Ensure all sharp corners and edges are lightly filed per ADA standards. Signs specified as painted to be painted on all exposed faces and edges, with no noticeable pooling of paint. Masked and painted graphics to have clean, crisp edges with no noticeable smudging.

**Prototypes & Samples** — Material finish samples must be provided for each paint match and custom material, and approved by the DESIGNER prior to fabrication. Prototypes required must be approved by the DESIGNER prior to fabrication.

### Prototypes to include the following:

- Sign Type A1
- Sign Type A6
- Sign Type A7

Additional samples and prototypes may be required prior to fabrication pending review and approval of enclosed documentation and above provided samples and prototypes.

## SIGN SCHEDULE:

### INTERIOR SIGNAGE

#### IDENTIFICATION - ADA

- A1.1** Room ID w/Pictogram
- A1.2** (Locker Room) w/Pictogram
- A2** Room ID w/o Pictogram
- A3** Exit ID
- A4** Exit ID - Glass Door

#### IDENTIFICATION - ADA + DONOR REC.

- A5** Small Donor Rec. - w/Inserts
- A6** Donor Rec. - w/o Inserts
- A7** Donor Rec. - w/Inserts
- A8** Donor Rec. - On Glass

#### IDENTIFICATION - NON ADA

- B1.1** Donor ID - Dimensional Letters
- B1.2** Donor ID - Dimensional Letters
- B1.3** Donor ID - Dimensional Letters
- B2** Donor ID - In Room Plaque
- B3** Staff ID - On Glass
- B4** Locker Nameplates

#### LIFE SAFETY

- R2** Elevator - Incase of Fire
- R3** Elevator - Evacuation Map
- R4** Maximum Occupancy (Room)

#### INFORMATIONAL

- N1** Fire Equipment Access
- N2** Authorized Personnel Only
- N3** Entry Messaging (On Glass)

## TYPEFACES:

ITC Machine : Medium

**ABCDEFGHIJKLMNOPQRSTUVWXYZ**

**1234567890!&#%&**

Gotham : Medium

**ABCDEFGHIJKLMNOPQRSTUVWXYZ**

**abcdefghijklmnopqrstuvwxyz**

**1234567890!&#%&**

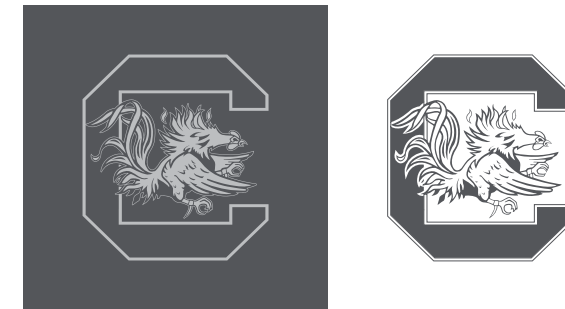
Gotham : Book

**ABCDEFGHIJKLMNOPQRSTUVWXYZ**

**abcdefghijklmnopqrstuvwxyz**

**1234567890!&#%&**

## LOGOS:



## SYMBOLS:



**FINISH SCHEDULE:**

**(PAINT)**

**P1**



**MATHEWS PAINT**  
MP12009  
Ford Tractor Red

**P5**



**MATHEWS PAINT**  
MP19952  
Black Hole Metallic

**P2**



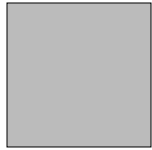
**MATHEWS PAINT**  
MP13795  
Graynola

**P6**



**MATHEWS PAINT**  
MP13914  
Grayshank

**P3**



**MATHEWS PAINT**  
MP03340  
Grey Fog

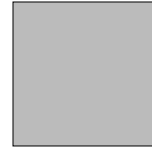
**P4**



**MATHEWS PAINT**  
MP46351  
Subtle Silver Metallic

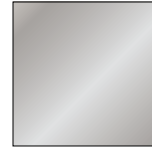
**(VINYL)**

**V1**



**3M OPAQUE VINYL**  
7725-31, 7125-31  
Medium Gray

**V5**



**3M OPAQUE VINYL**  
7725-120, 7125-120  
Satin Aluminum

**V2**



**3M OPAQUE VINYL**  
7725-10, 7125-10  
White

**V6**



**3M OPAQUE VINYL**  
7725-23, 7125-23  
Deep Red

**V3**



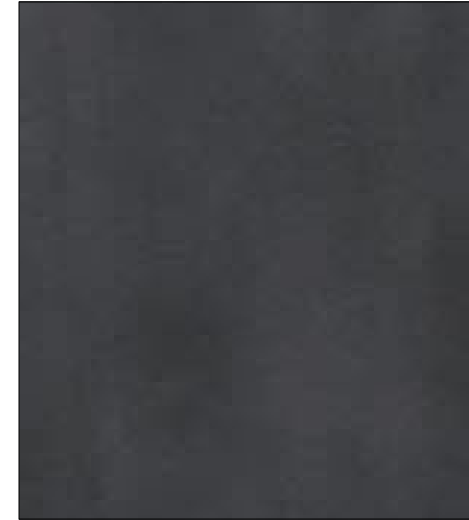
**3M TRANSLUCENT VINYL**  
7725SE-314  
Dusted Crystal

**V4**



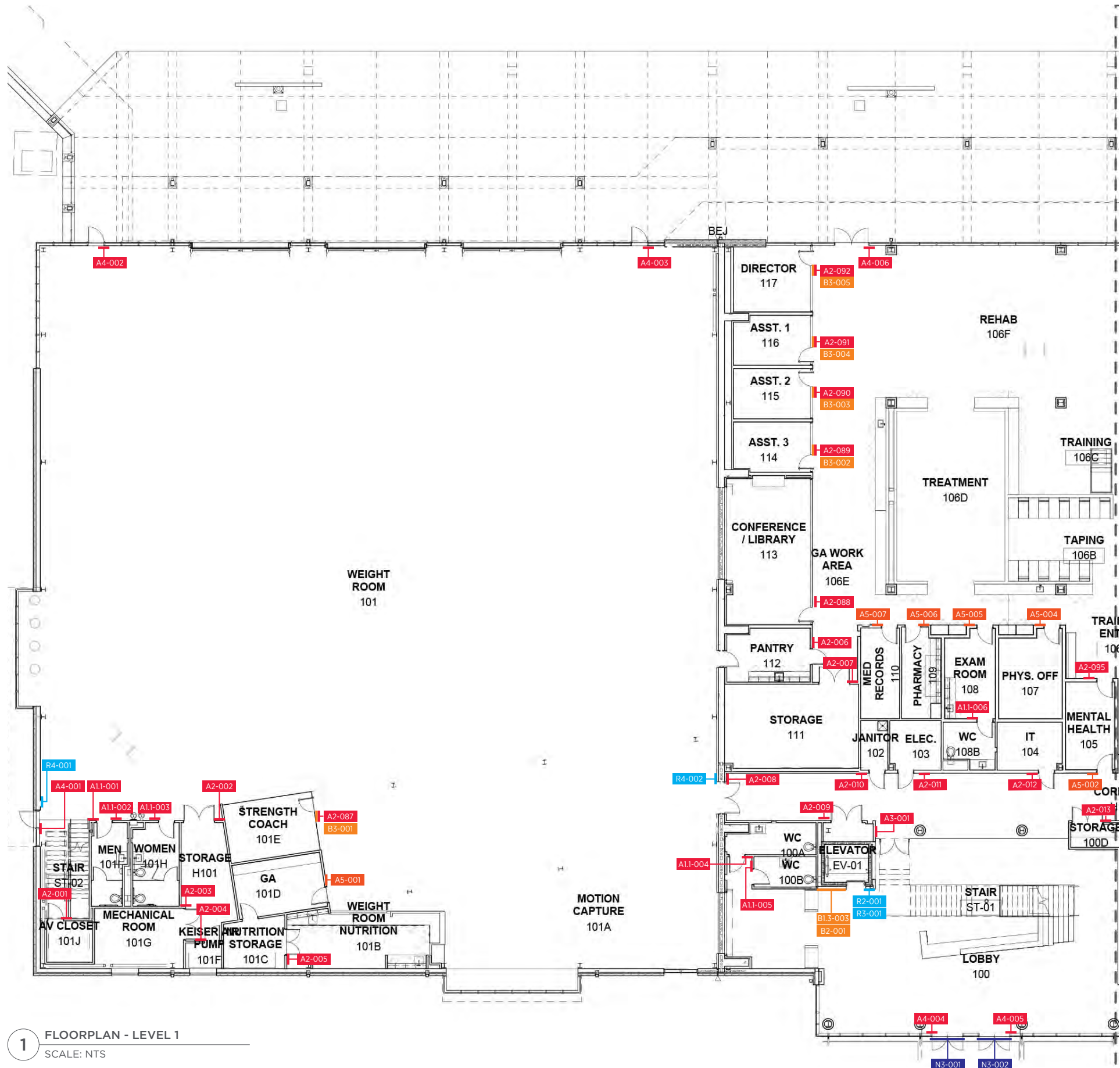
**3M OPAQUE VINYL**  
7725-41, 7125-41  
Dark Gray

**(MATERIALS)**



**CHEMETAL - 354 ALU DARK LAMINATE**

SIGNAGE & WAYFINDING //  
**PROGRAMMING**



**LEGEND - INTERIOR SIGNAGE**

IDENTIFICATION - ADA

- A1.1 Room ID w/Pictogram
- A1.2 (Locker Room) w/Pictogram
- A2 Room ID w/o Pictogram
- A3 Exit ID
- A4 Exit ID - Glass Door

IDENTIFICATION - ADA + DONOR REC.

- A5 Small Donor Rec. - w/Inserts
- A6 Donor Rec. - w/o Inserts
- A7 Donor Rec. - w/Inserts
- A8 Donor Rec. - On Glass

IDENTIFICATION - NON ADA

- B1.1 Donor ID - Dimensional Letters
- B1.2 Donor ID - Dimensional Letters
- B1.3 Donor ID - Dimensional Letters
- B2 Donor ID - In Room Plaque
- B3 Staff ID - On Glass
- B4 Staff Locker Nameplates
- B5 Donor - Locker Nameplates

LIFE SAFETY

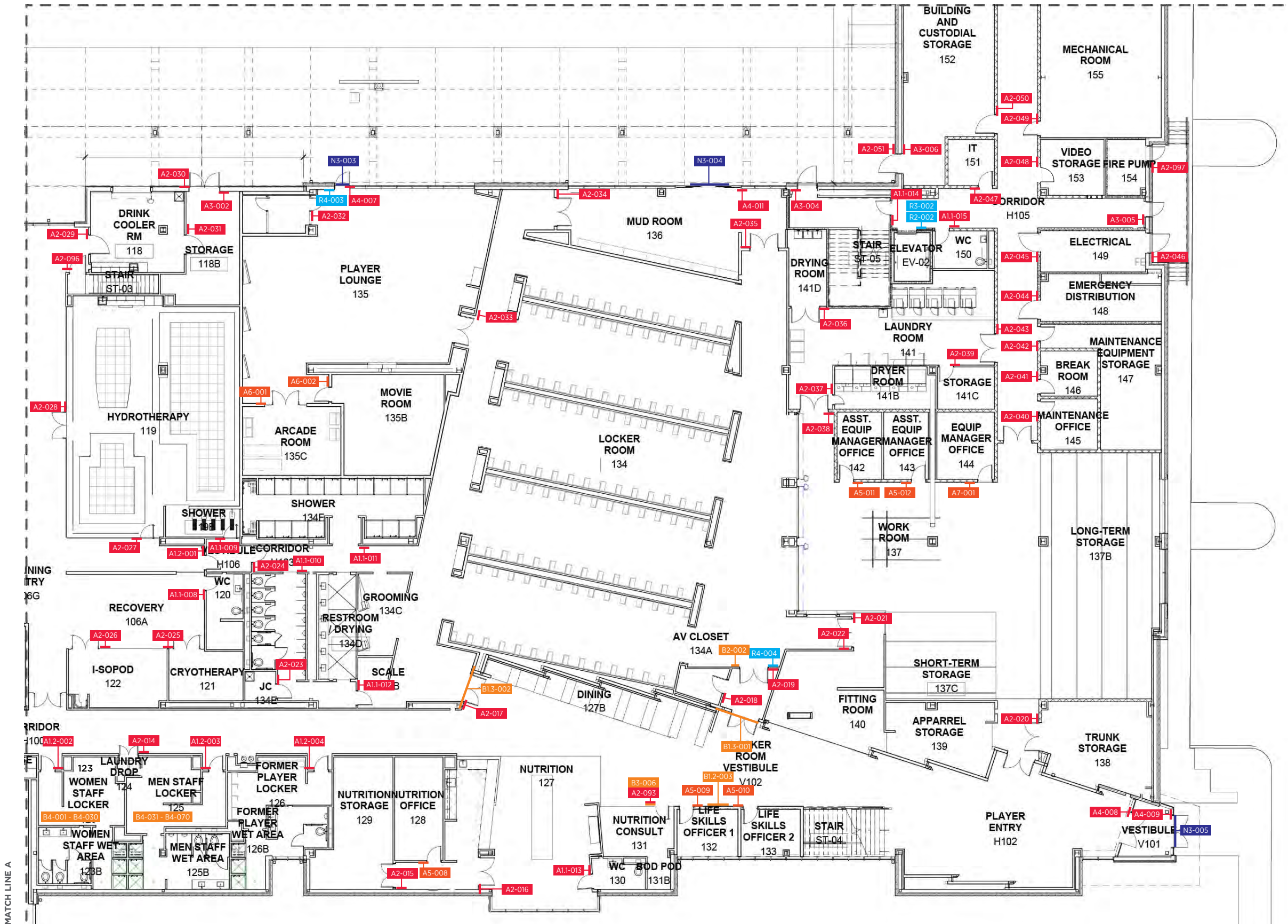
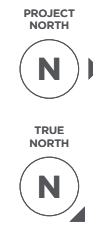
- R2 Elevator - Incase of Fire
- R3 Elevator - Evacuation Map
- R4 Maximum Occupancy (Room)

INFORMATIONAL

- N3 Entry Messaging (On Glass)

A1-001 : SIGN TYPE - LOCATION #

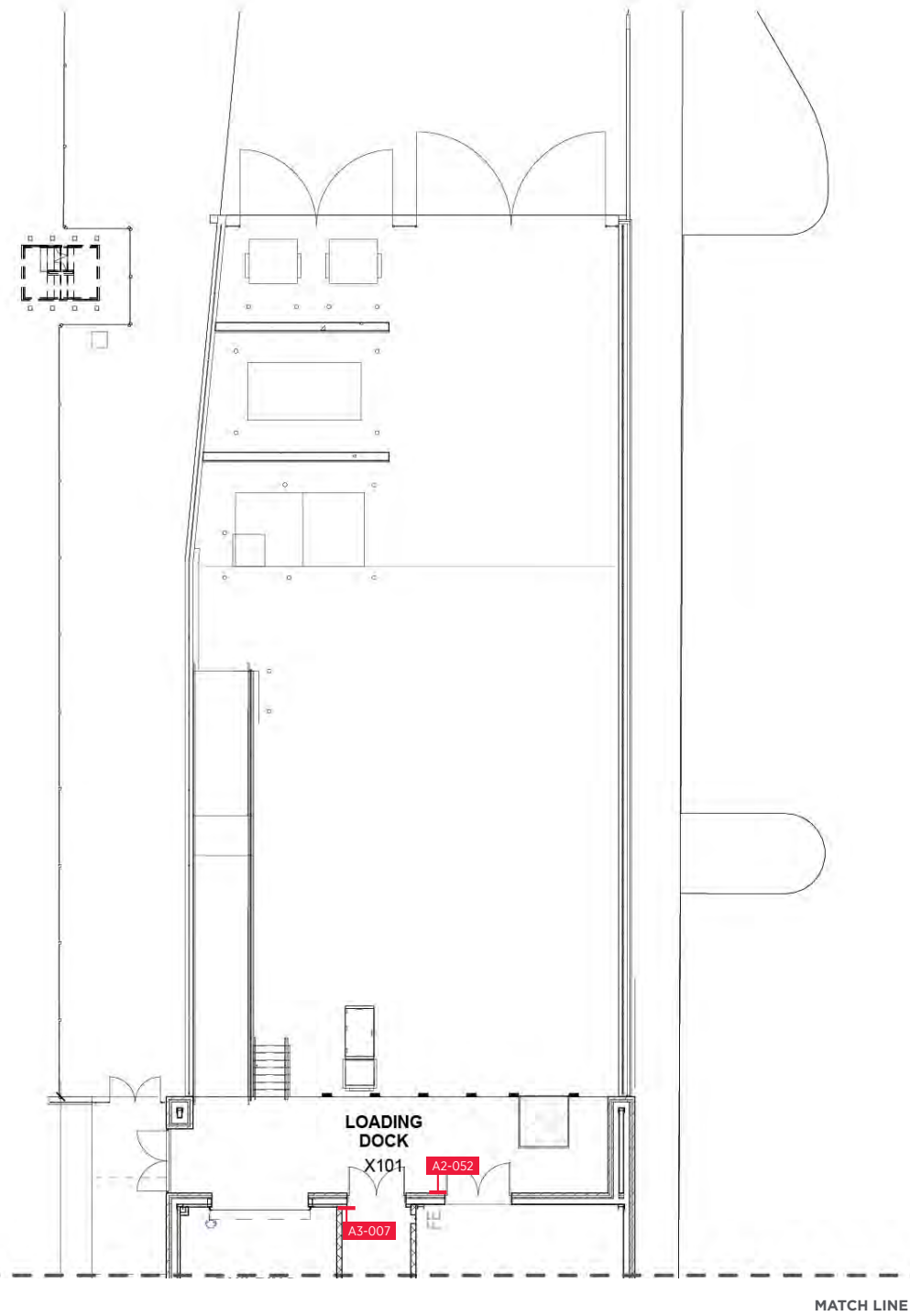
**1** FLOORPLAN - LEVEL 1  
SCALE: NTS



- LEGEND - INTERIOR SIGNAGE**
- IDENTIFICATION - ADA
- A1.1** Room ID w/Pictogram
  - A1.2** (Locker Room) w/Pictogram
  - A2** Room ID w/o Pictogram
  - A3** Exit ID
  - A4** Exit ID - Glass Door
- IDENTIFICATION - ADA + DONOR REC.
- A5** Small Donor Rec. - w/Inserts
  - A6** Donor Rec. - w/o Inserts
  - A7** Donor Rec. - w/Inserts
  - A8** Donor Rec. - On Glass
- IDENTIFICATION - NON ADA
- B1.1** Donor ID - Dimensional Letters
  - B1.2** Donor ID - Dimensional Letters
  - B1.3** Donor ID - Dimensional Letters
  - B2** Donor ID - In Room Plaque
  - B3** Staff ID - On Glass
  - B4** Staff Locker Nameplates
  - B5** Donor - Locker Nameplates
- LIFE SAFETY
- R2** Elevator - Incase of Fire
  - R3** Elevator - Evacuation Map
  - R4** Maximum Occupancy (Room)
- INFORMATIONAL
- N3** Entry Messaging (On Glass)

1 FLOORPLAN - LEVEL 1  
SCALE: NTS

A1-001 : SIGN TYPE - LOCATION #

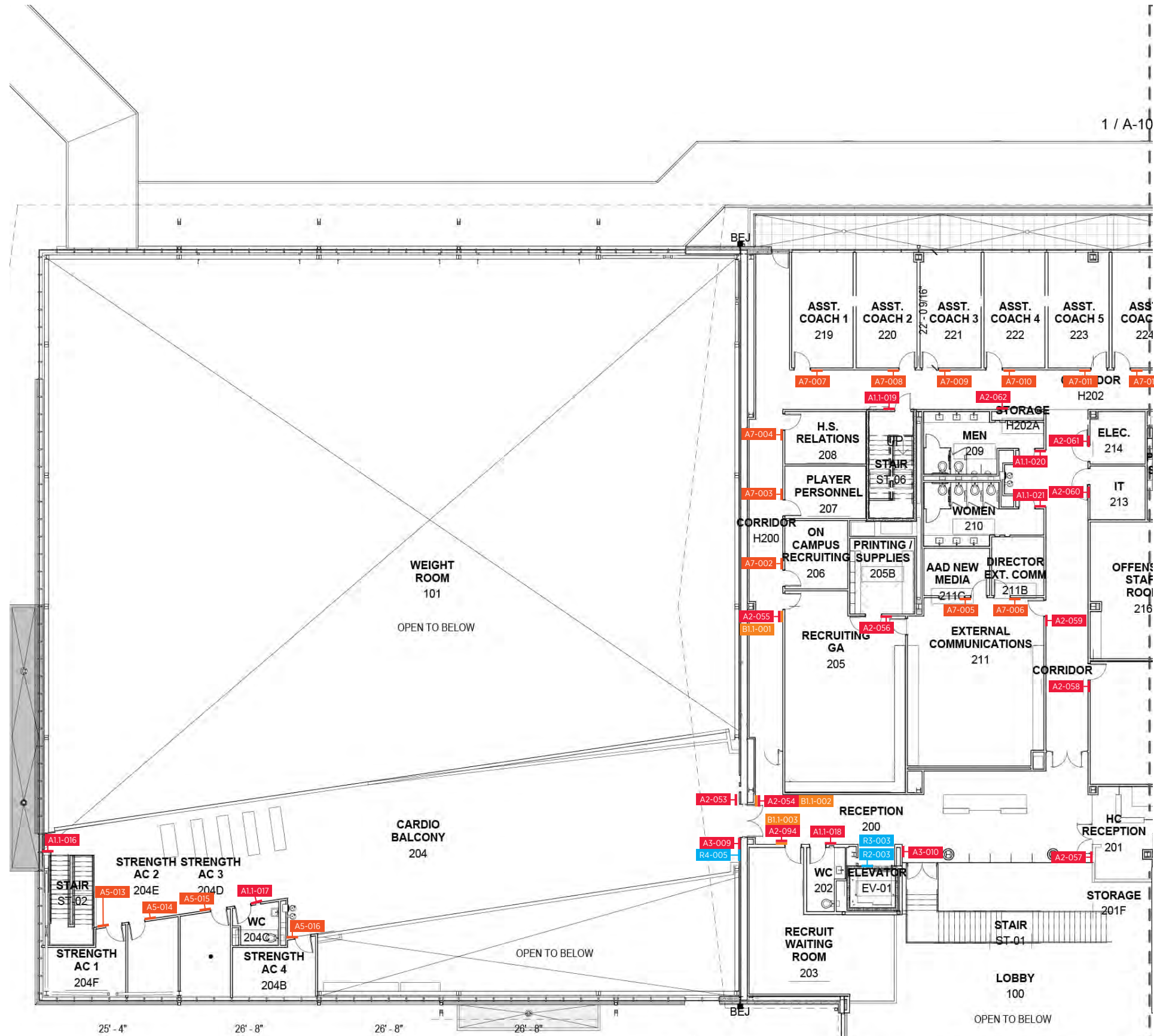


**LEGEND - INTERIOR SIGNAGE**

- IDENTIFICATION - ADA
  - A1.1** Room ID w/Pictogram
  - A1.2** (Locker Room) w/Pictogram
  - A2** Room ID w/o Pictogram
  - A3** Exit ID
  - A4** Exit ID - Glass Door
- IDENTIFICATION - ADA + DONOR REC.
  - A5** Small Donor Rec. - w/Inserts
  - A6** Donor Rec. - w/o Inserts
  - A7** Donor Rec. - w/Inserts
  - A8** Donor Rec. - On Glass
- IDENTIFICATION - NON ADA
  - B1.1** Donor ID - Dimensional Letters
  - B1.2** Donor ID - Dimensional Letters
  - B1.3** Donor ID - Dimensional Letters
  - B2** Donor ID - In Room Plaque
  - B3** Staff ID - On Glass
  - B4** Staff Locker Nameplates
  - B5** Donor - Locker Nameplates
- LIFE SAFETY
  - R2** Elevator - In case of Fire
  - R3** Elevator - Evacuation Map
  - R4** Maximum Occupancy (Room)
- INFORMATIONAL
  - N3** Entry Messaging (On Glass)

**1** FLOORPLAN - LEVEL 1  
SCALE: NTS

A1-001 : SIGN TYPE - LOCATION #



MATCH LINE A



**LEGEND - INTERIOR SIGNAGE**

IDENTIFICATION - ADA

- A1.1 Room ID w/Pictogram
- A1.2 (Locker Room) w/Pictogram
- A2 Room ID w/o Pictogram
- A3 Exit ID
- A4 Exit ID - Glass Door

IDENTIFICATION - ADA + DONOR REC.

- A5 Small Donor Rec. - w/Inserts
- A6 Donor Rec. - w/o Inserts
- A7 Donor Rec. - w/Inserts
- A8 Donor Rec. - On Glass

IDENTIFICATION - NON ADA

- B1.1 Donor ID - Dimensional Letters
- B1.2 Donor ID - Dimensional Letters
- B1.3 Donor ID - Dimensional Letters
- B2 Donor ID - In Room Plaque
- B3 Staff ID - On Glass
- B4 Staff Locker Nameplates
- B5 Donor - Locker Nameplates

LIFE SAFETY

- R2 Elevator - Incase of Fire
- R3 Elevator - Evacuation Map
- R4 Maximum Occupancy (Room)

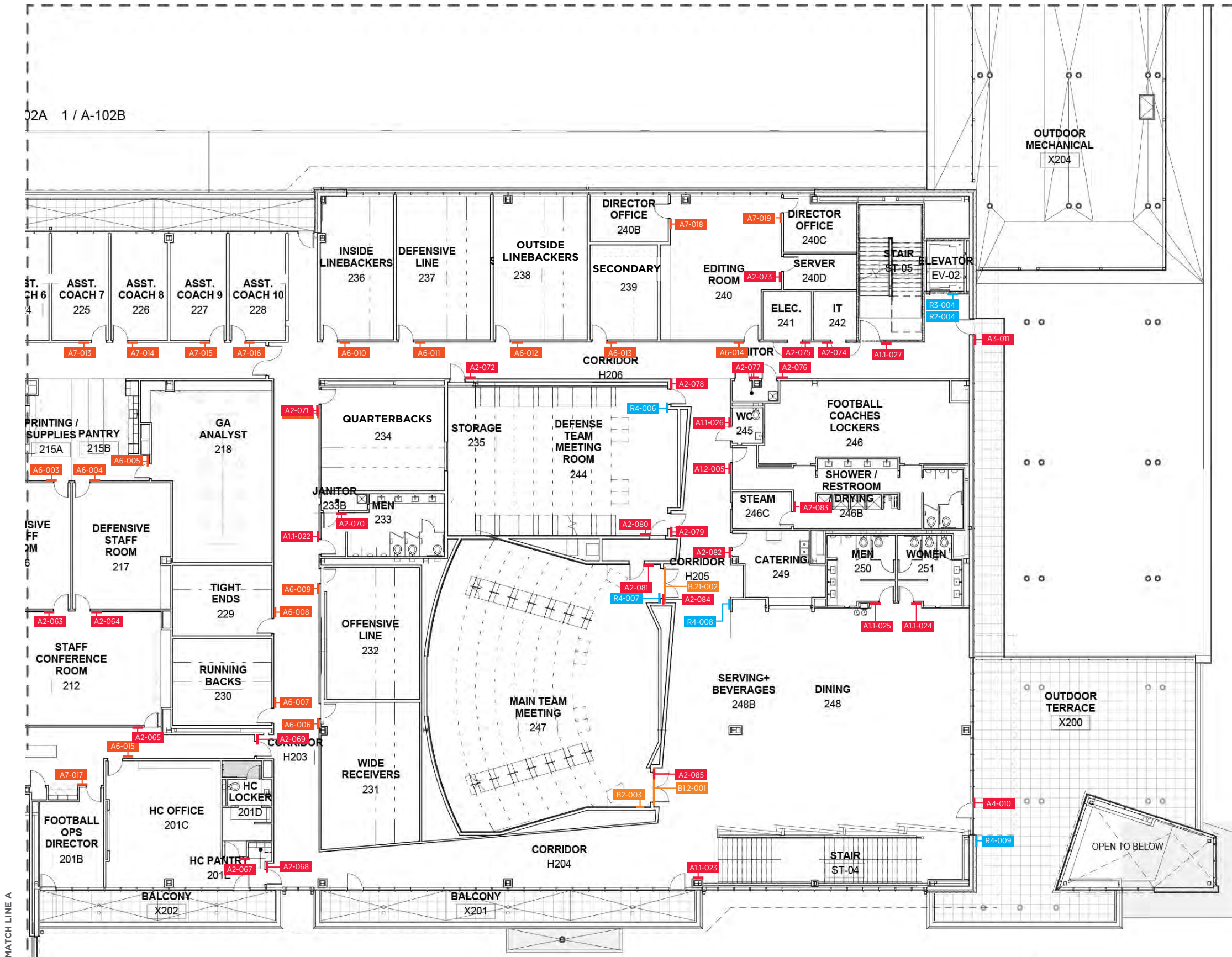
INFORMATIONAL

- N3 Entry Messaging (On Glass)

**1** FLOORPLAN - LEVEL 2  
SCALE: NTS

A1-001 : SIGN TYPE - LOCATION #





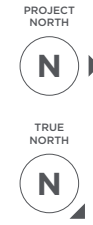
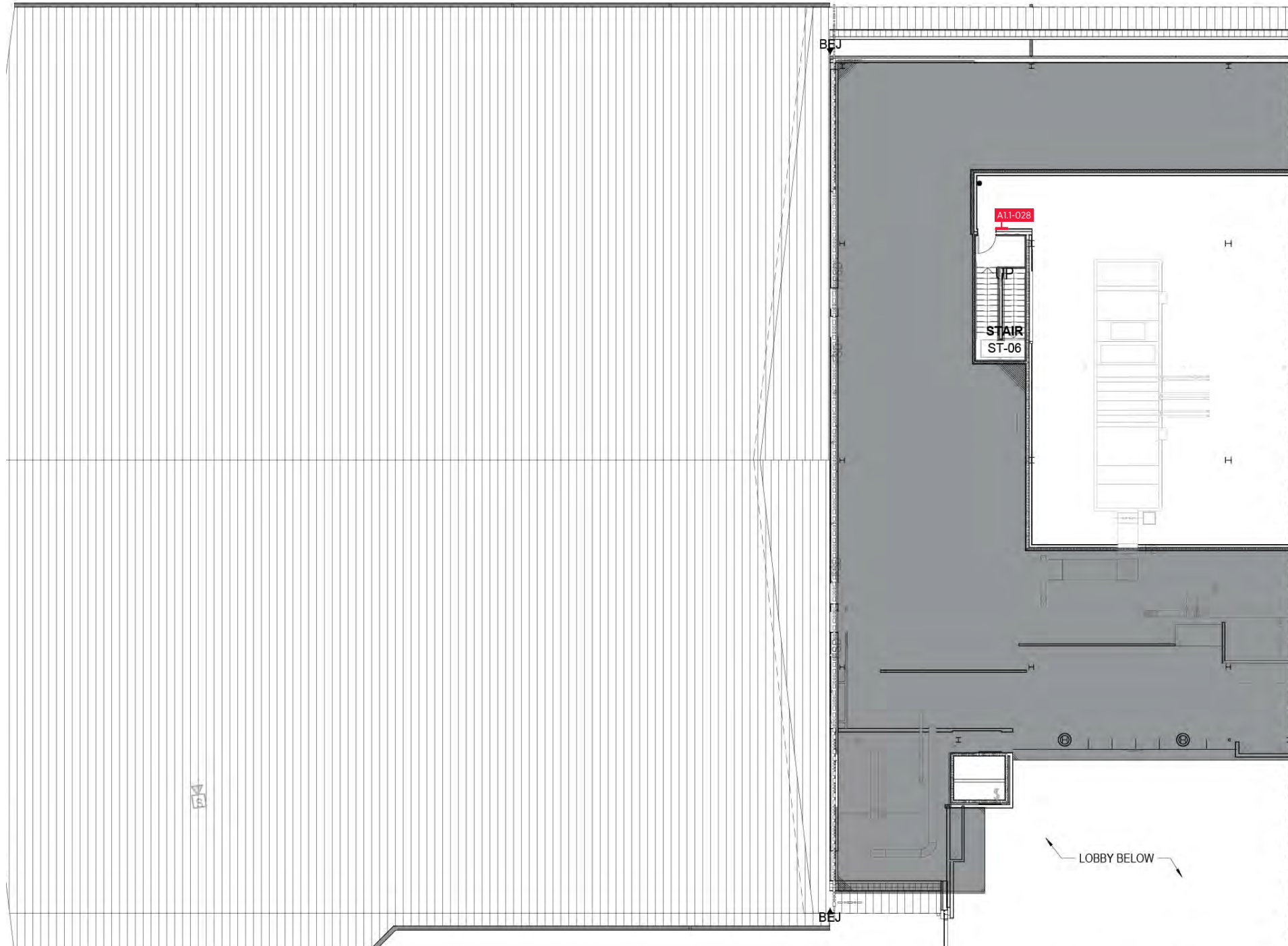
**LEGEND - INTERIOR SIGNAGE**

- IDENTIFICATION - ADA
- A1.1 Room ID w/Pictogram
  - A1.2 (Locker Room) w/Pictogram
  - A2 Room ID w/o Pictogram
  - A3 Exit ID
  - A4 Exit ID - Glass Door
- IDENTIFICATION - ADA + DONOR REC.
- A5 Small Donor Rec. - w/Inserts
  - A6 Donor Rec. - w/o Inserts
  - A7 Donor Rec. - w/Inserts
  - A8 Donor Rec. - On Glass
- IDENTIFICATION - NON ADA
- B1.1 Donor ID - Dimensional Letters
  - B1.2 Donor ID - Dimensional Letters
  - B1.3 Donor ID - Dimensional Letters
  - B2 Donor ID - In Room Plaque
  - B3 Staff ID - On Glass
  - B4 Staff Locker Nameplates
  - B5 Donor - Locker Nameplates
- LIFE SAFETY
- R2 Elevator - Incase of Fire
  - R3 Elevator - Evacuation Map
  - R4 Maximum Occupancy (Room)
- INFORMATIONAL
- N3 Entry Messaging (On Glass)

**1** FLOORPLAN - LEVEL 2  
SCALE: NTS

A1-001 : SIGN TYPE - LOCATION #

MATCH LINE A

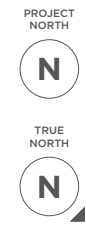


**LEGEND - INTERIOR SIGNAGE**

- IDENTIFICATION - ADA
  - A1.1** Room ID w/Pictogram
  - A1.2** (Locker Room) w/Pictogram
  - A2** Room ID w/o Pictogram
  - A3** Exit ID
  - A4** Exit ID - Glass Door
- IDENTIFICATION - ADA + DONOR REC.
  - A5** Small Donor Rec. - w/Inserts
  - A6** Donor Rec. - w/o Inserts
  - A7** Donor Rec. - w/Inserts
  - A8** Donor Rec. - On Glass
- IDENTIFICATION - NON ADA
  - B1.1** Donor ID - Dimensional Letters
  - B1.2** Donor ID - Dimensional Letters
  - B1.3** Donor ID - Dimensional Letters
  - B2** Donor ID - In Room Plaque
  - B3** Staff ID - On Glass
  - B4** Staff Locker Nameplates
  - B5** Donor - Locker Nameplates
- LIFE SAFETY
  - R2** Elevator - Incase of Fire
  - R3** Elevator - Evacuation Map
  - R4** Maximum Occupancy (Room)
- INFORMATIONAL
  - N3** Entry Messaging (On Glass)

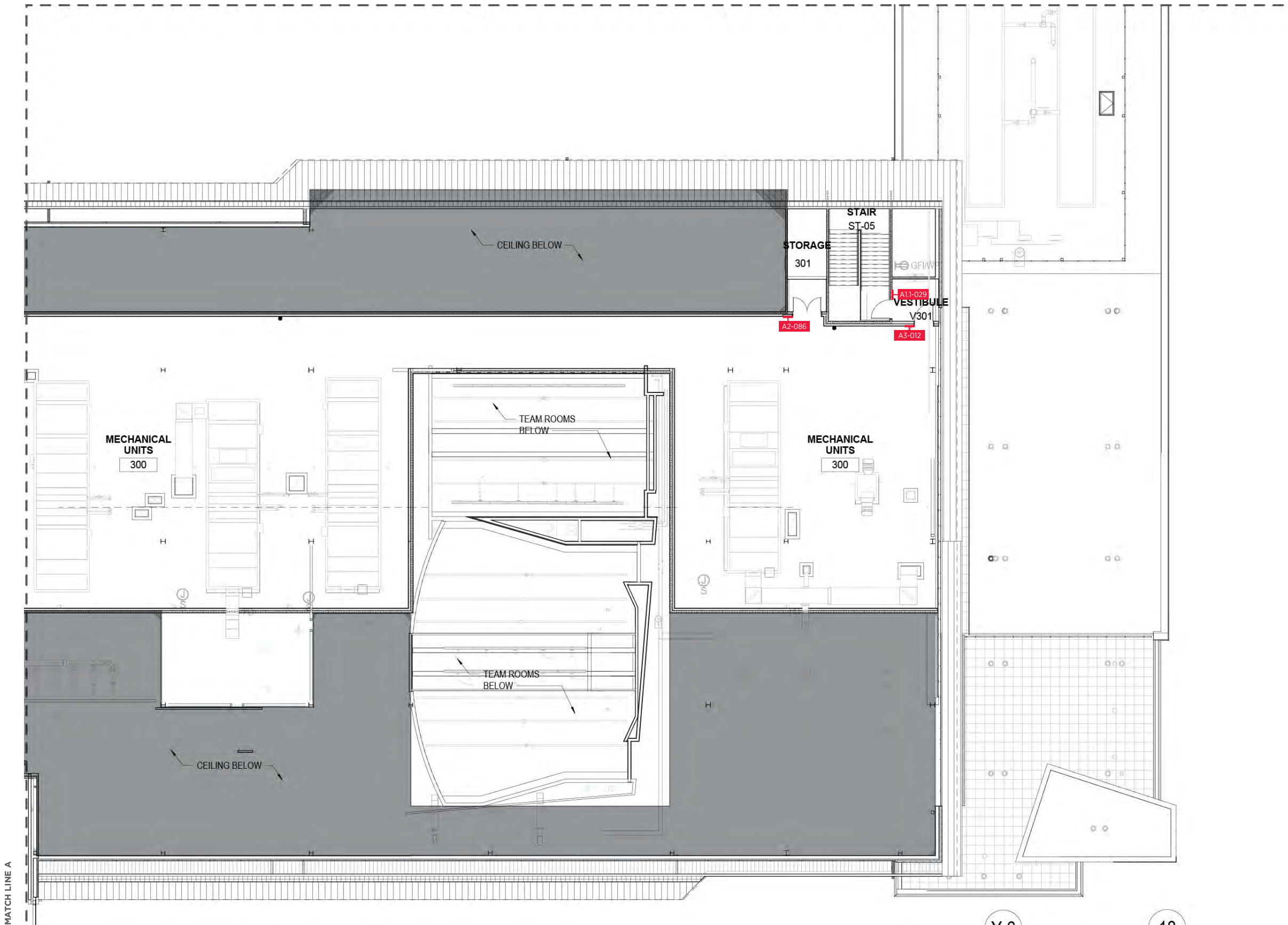
**1** FLOORPLAN - LEVEL 3  
SCALE: NTS

A1-001 : SIGN TYPE - LOCATION #



**LEGEND - INTERIOR SIGNAGE**

- IDENTIFICATION - ADA
- A1.1** Room ID w/Pictogram
  - A1.2** (Locker Room) w/Pictogram
  - A2** Room ID w/o Pictogram
  - A3** Exit ID
  - A4** Exit ID - Glass Door
- IDENTIFICATION - ADA + DONOR REC.
- A5** Small Donor Rec. - w/Inserts
  - A6** Donor Rec. - w/o Inserts
  - A7** Donor Rec. - w/Inserts
  - A8** Donor Rec. - On Glass
- IDENTIFICATION - NON ADA
- B1.1** Donor ID - Dimensional Letters
  - B1.2** Donor ID - Dimensional Letters
  - B1.3** Donor ID - Dimensional Letters
  - B2** Donor ID - In Room Plaque
  - B3** Staff ID - On Glass
  - B4** Staff Locker Nameplates
  - B5** Donor - Locker Nameplates
- LIFE SAFETY
- R2** Elevator - Incase of Fire
  - R3** Elevator - Evacuation Map
  - R4** Maximum Occupancy (Room)
- INFORMATIONAL
- N3** Entry Messaging (On Glass)



**1** FLOORPLAN - LEVEL 3  
SCALE: NTS

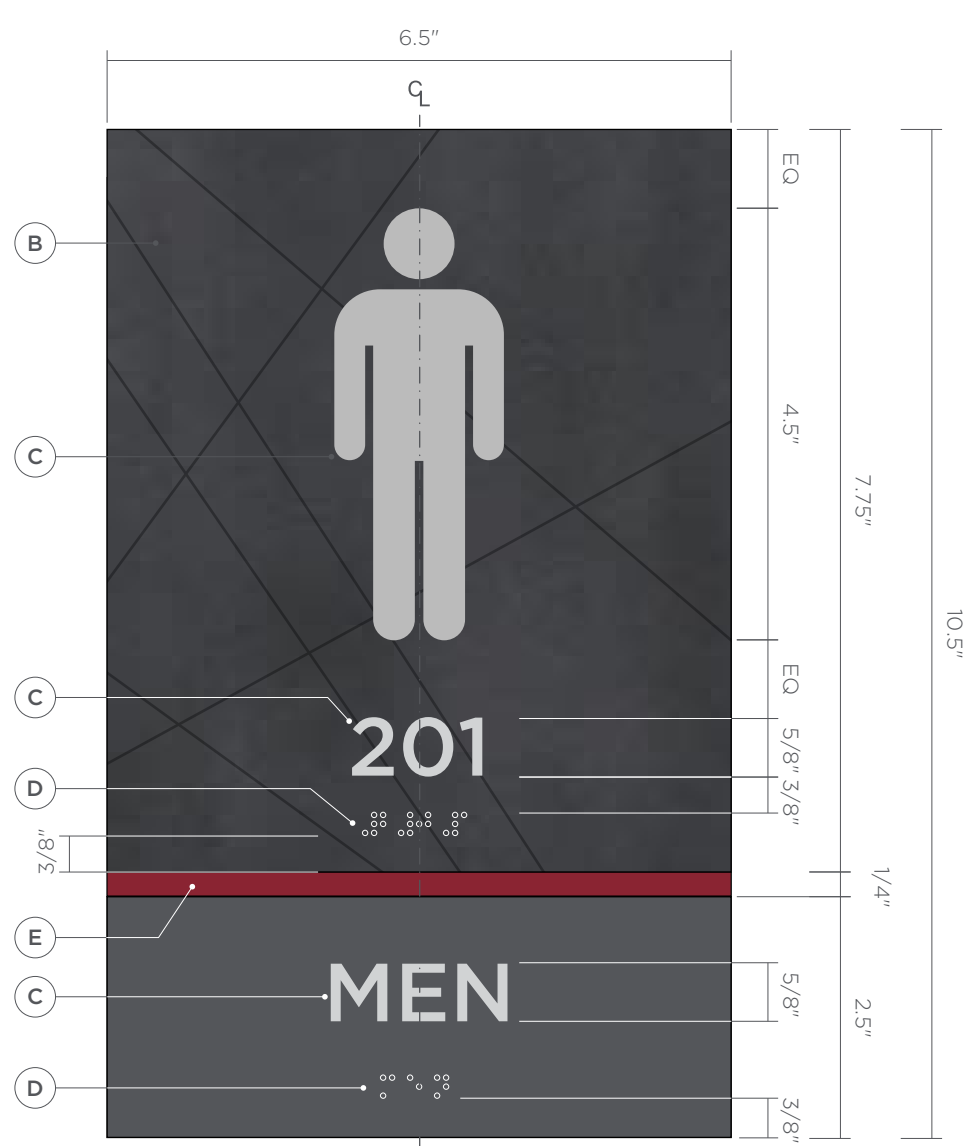
A1-001 : SIGN TYPE - LOCATION #

INTERIOR SIGNAGE //  
**DESIGN INTENT**

SIGN TYPE: A1.1 | QTY: 28

- A) 1/4" thick acrylic painted (P2) with routed reveal
- B) Chemetal 354 Alu-Dark Laminate with digitally printed line graphic (PMS Cool Gray 11 C @ 50%) applied to face of acrylic
- C) Rowmark ADA Alternative tactile pictogram and copy painted (P3)
- D) Grade II Raster Braille (Clear)
- E) Routed reveal painted (P1)

Sign mounted flush to scheduled wall surfaces via VHB and silicone



1 A1.1 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2



2 A1.1 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"



A1.1-002  
A1.1-010  
A1.1-012  
A1.1-020  
A1.1-022  
A1.1-025



A1.1-003  
A1.1-021  
A1.1-024



A1.1-004  
A1.1-005  
A1.1-006  
A1.1-008  
A1.1-013  
A1.1-015  
A1.1-017  
A1.1-018  
A1.1-026



A1.1-009  
A1.1-011



A1.1-001  
A1.1-014  
A1.1-019



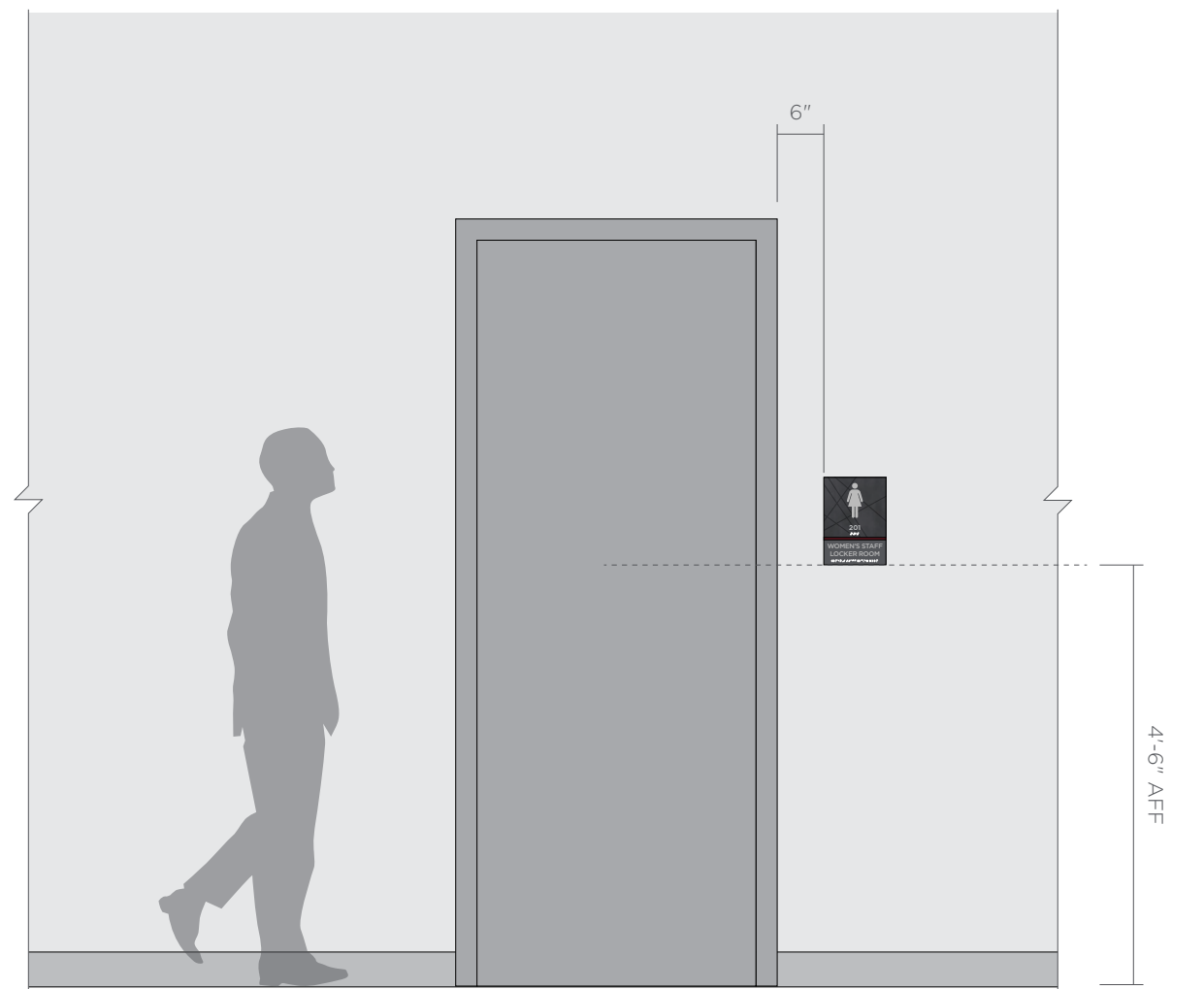
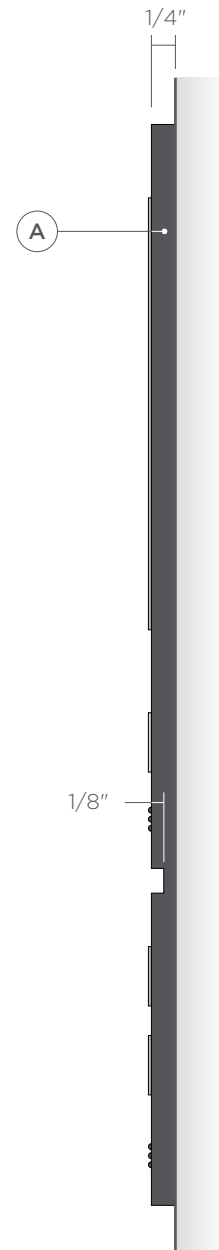
A1.1-016  
A1.1-023  
A1.1-027  
A1.1-028  
A1.1-029

**1** A1 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"

SIGN TYPE: A1.2 | QTY: 5

- A) 1/4" thick acrylic painted (P2) with routed reveal
- B) Chemetal 354 Alu-Dark Laminate with digitally printed line graphic (PMS Cool Gray 11 C @ 50%) applied to face of acrylic
- C) Rowmark ADA Alternative tactile pictogram and copy painted (P3)
- D) Grade II Raster Braille (Clear)
- E) Routed reveal painted (P1)

Sign mounted flush to scheduled wall surfaces via VHB and silicone



1 A1.2 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2

2 A1.2 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"



A1.2-001



A1.2-002



A1.2-003



A1.2-004



A1.2-005

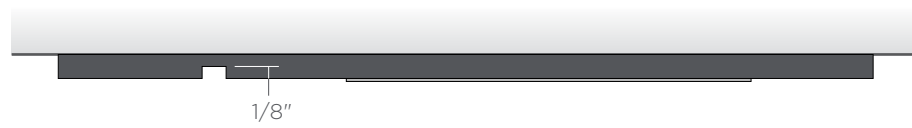
**1** A1.2 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"



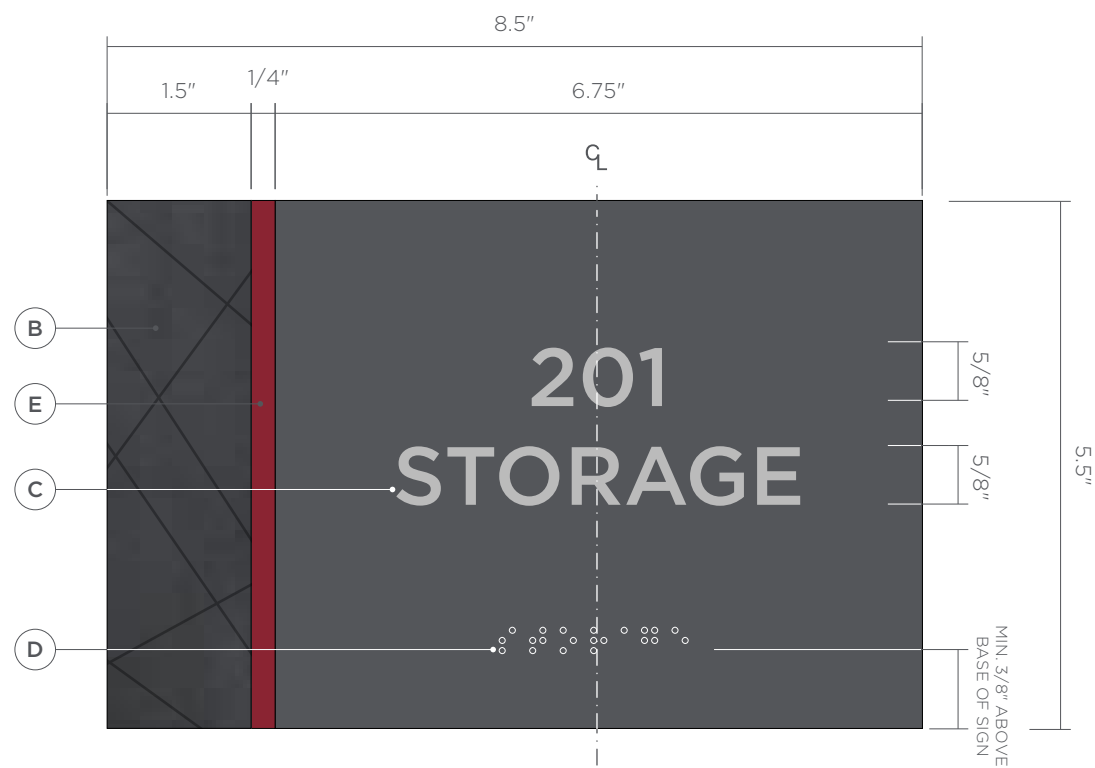
SIGN TYPE: A2 | QTY: 95

- A) 1/4" thick acrylic painted (P2) with routed reveal
- B) Chemetal 354 Alu-Dark Laminate with digitally printed line graphic (PMS Cool Gray 11 C @ 50%) applied to face of acrylic
- C) Rowmark ADA Alternative tactile copy painted (P3)
- D) Grade II Raster Braille (Clear)
- E) Routed reveal painted (P1)

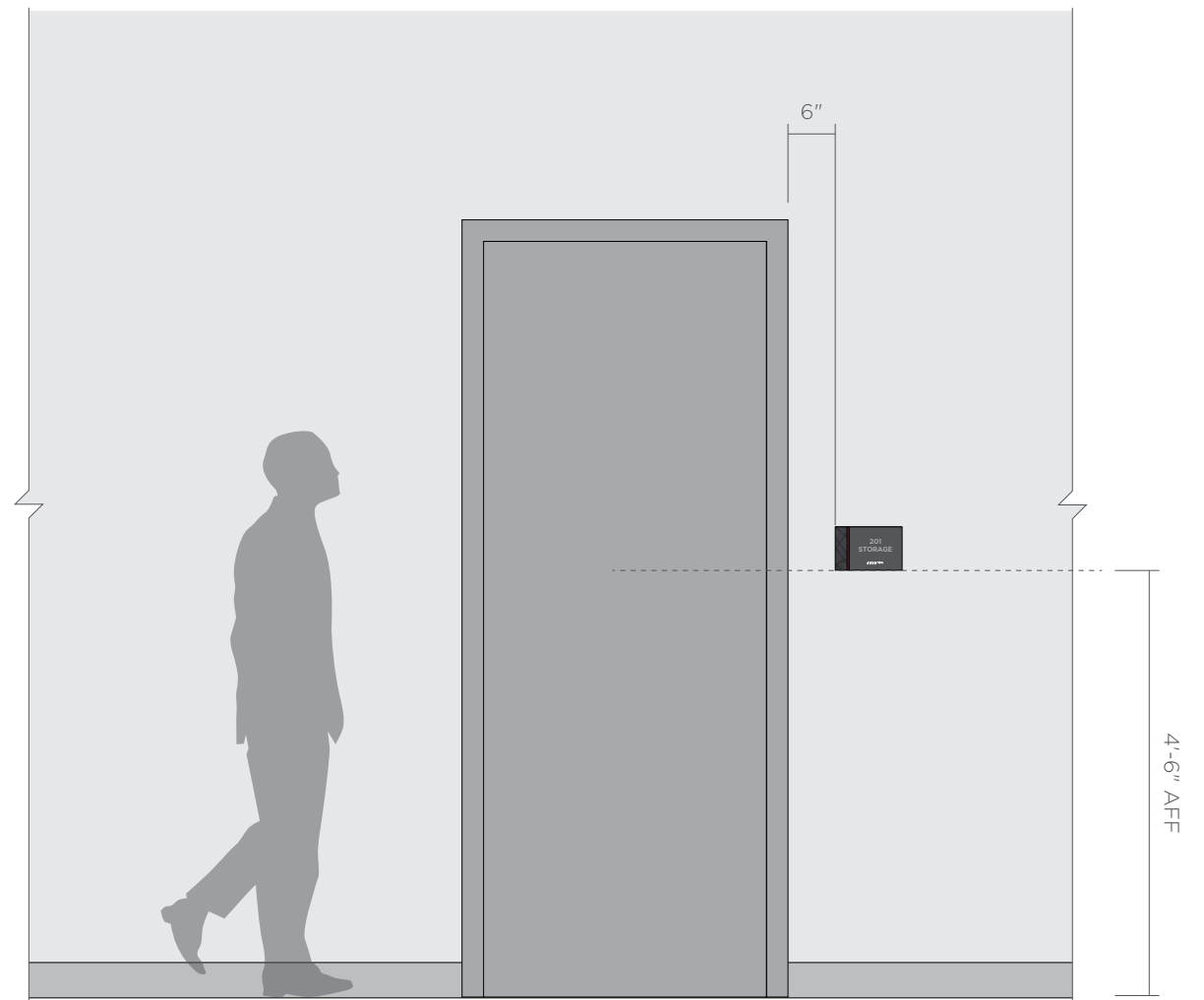
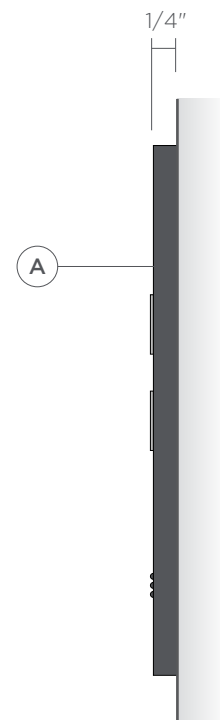
Sign mounted flush to scheduled wall surfaces via VHB and silicone



**2** A2 - TYP. PLAN VIEW  
SCALE: 1:2



**1** A2 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2

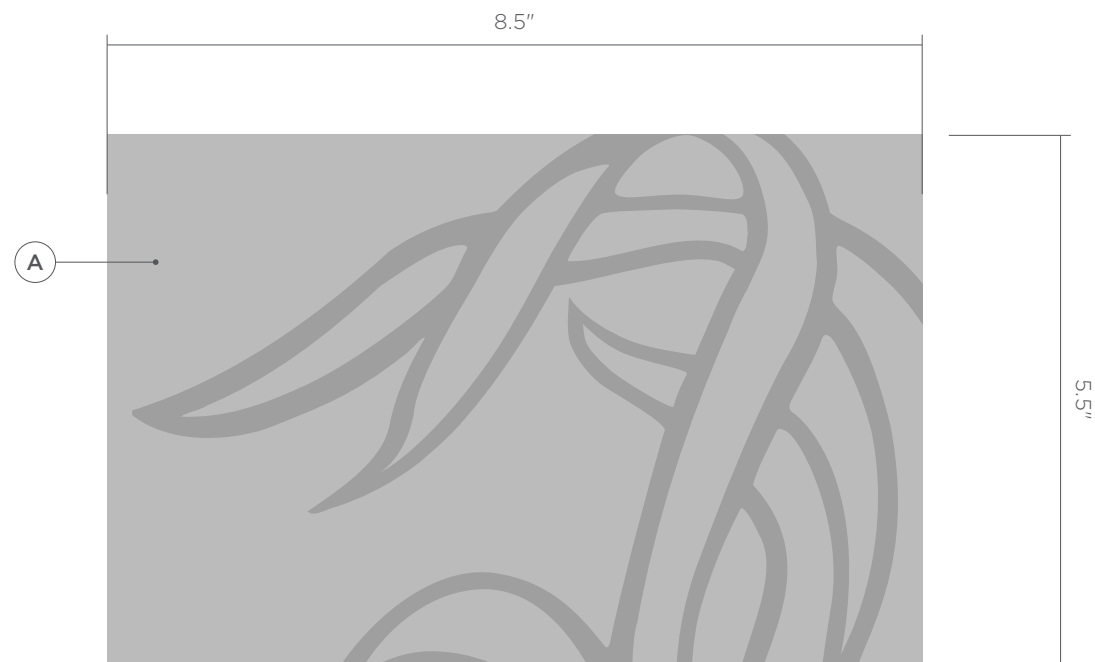


**3** A2 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

SIGN TYPE: A2 (On Glass) | QTY: 11

A) Opaque vinyl (V1) with digitally printed graphic applied second surface on glass to conceal Sign Type B3 mounting materials

NOTE: Only applicable with A2 sign type is mounted to glass



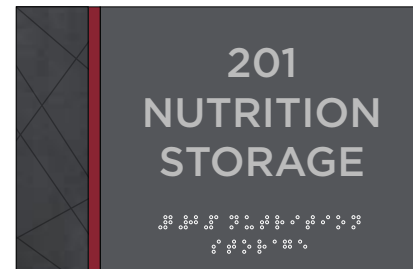
1 A2 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2



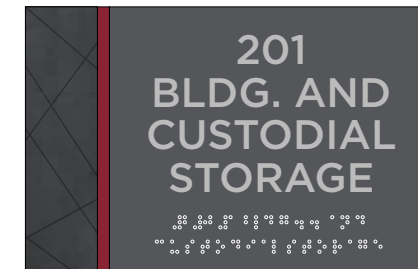
2 A2 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"



TYP. ONE LINE TEXT LAYOUT



TYP. TWO LINE TEXT LAYOUT



TYP. THREE LINE TEXT LAYOUT

SEE PROVIDED MESSAGE SCHEDULE FOR ALL (A2) MESSAGES

1 A2 - TYP. MESSAGE LAYOUTS  
SCALE: 3" = 1'-0"

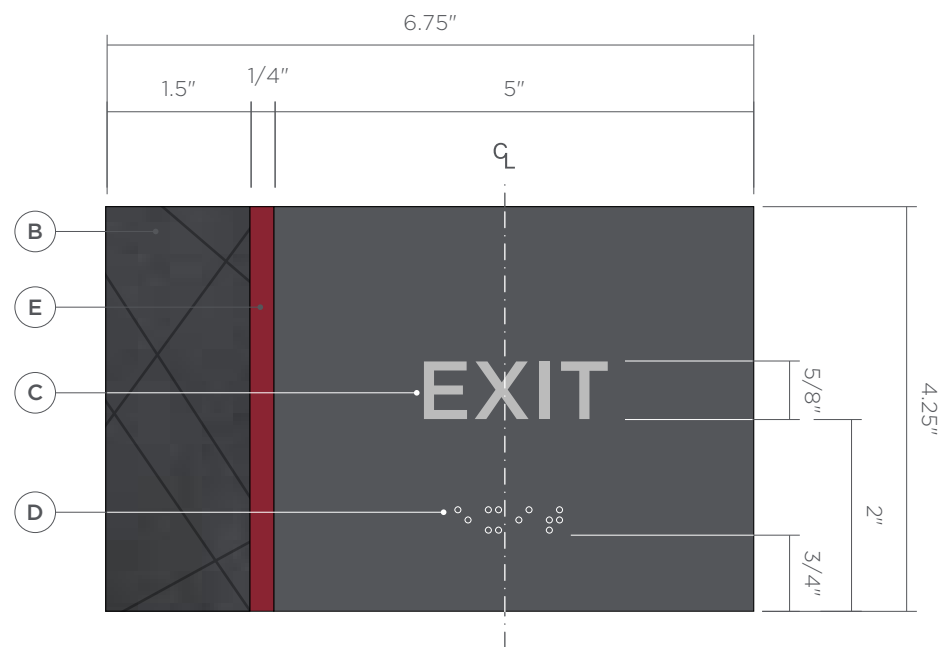
SIGN TYPE: A3 | QTY: 10

- A) 1/4" thick acrylic painted (P1) with routed reveal
- B) Chemetal 354 Alu-Dark Laminate with digitally printed line graphic (PMS Cool Gray 11 C @ 50%) applied to face of acrylic
- C) Rowmark ADA Alternative tactile copy painted (P3)
- D) Grade II Raster Braille (Clear)
- E) Routed reveal painted (P1)

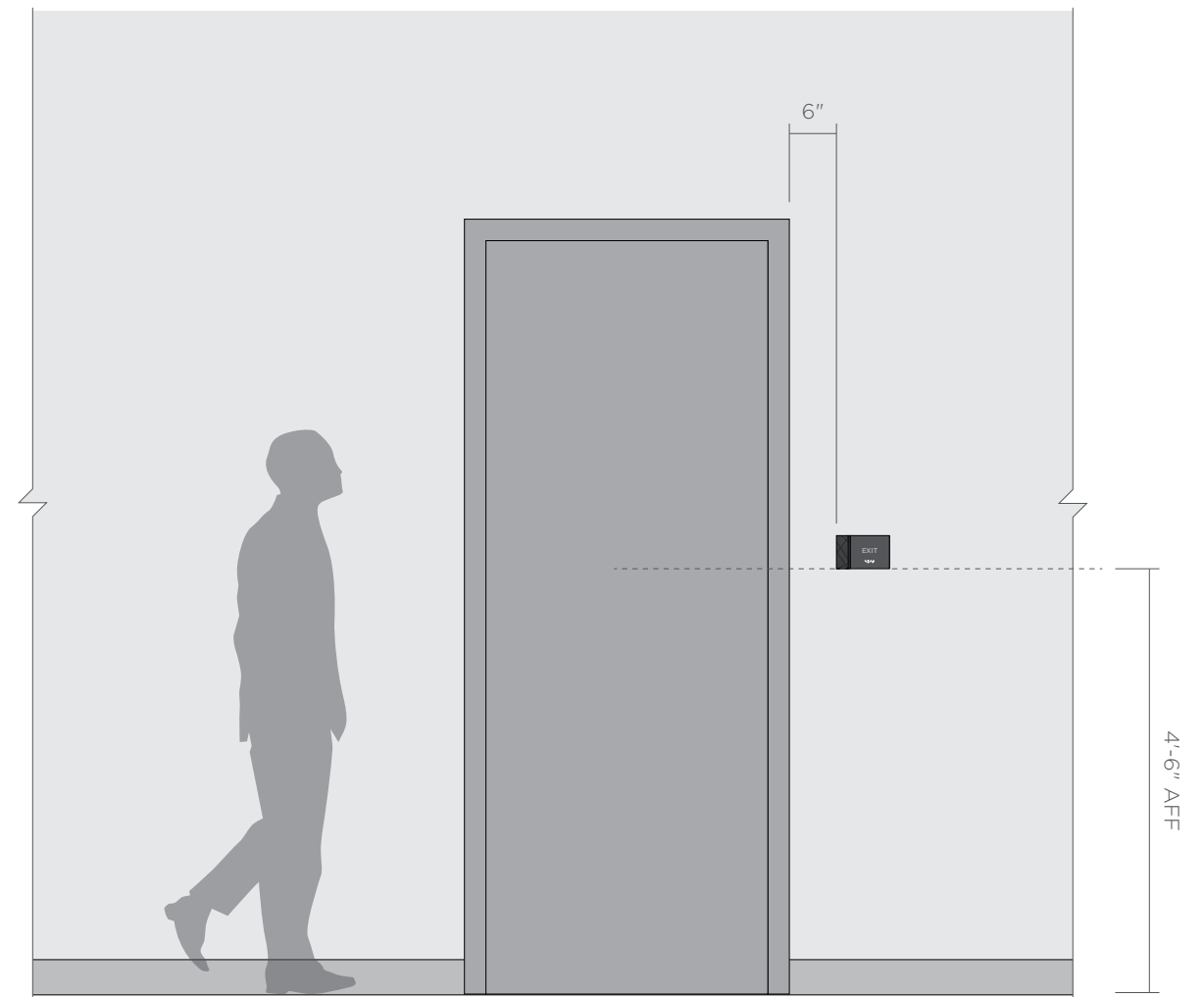
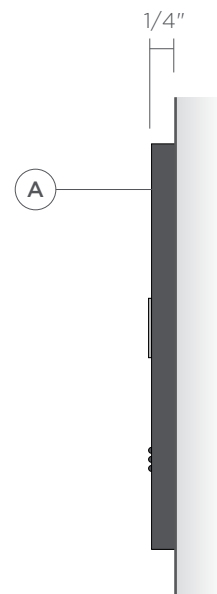
Sign mounted flush to scheduled wall surfaces via VHB and silicone



**2** A3 - TYP. PLAN VIEW  
SCALE: 1:2



**1** A3 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2

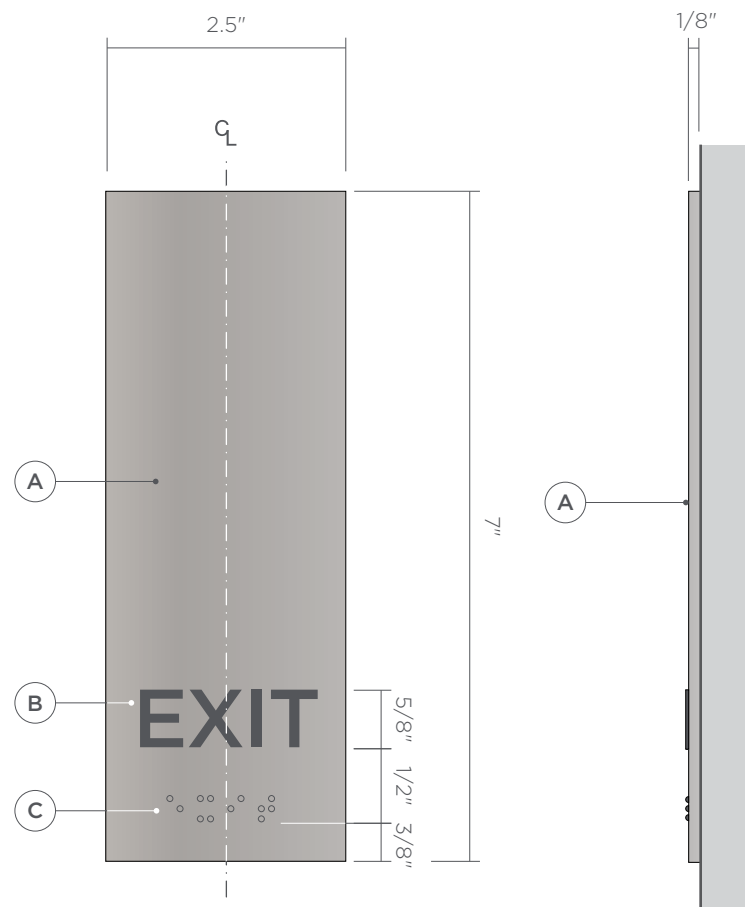


**3** A3 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

SIGN TYPE: A4 | QTY: 11

- A) 1/8" thick acrylic painted (P4)
- B) Rowmark ADA Alternative tactile copy painted (P2)
- C) Grade II Raster Braille (Clear)

Sign mounted flush to window mullion via VHB tape

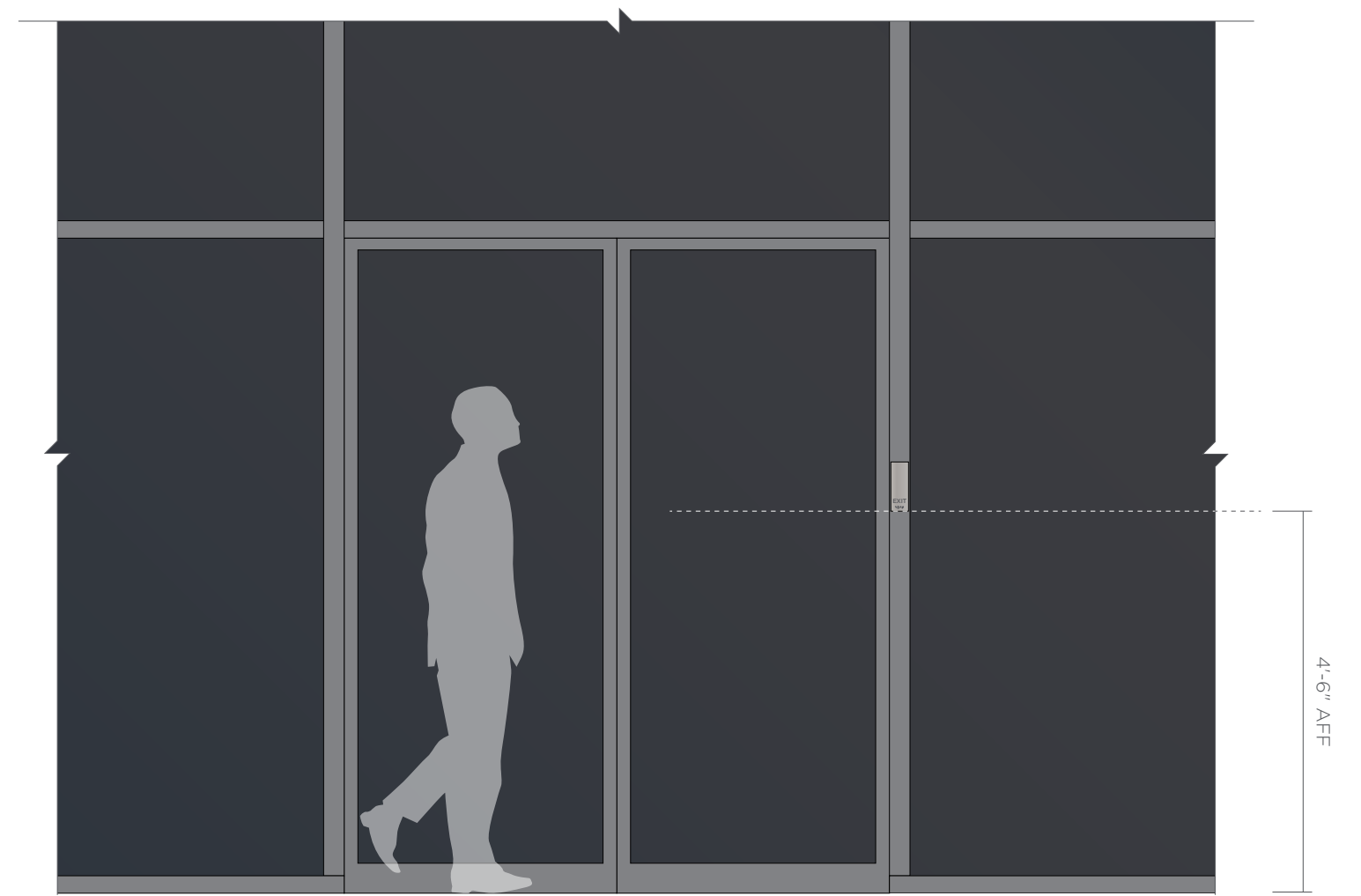


1 A4 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2

SIGN MOUNTED  
TO 2" MULLION



2 A4-006 - SIZE VARIATION  
SCALE: 1:2



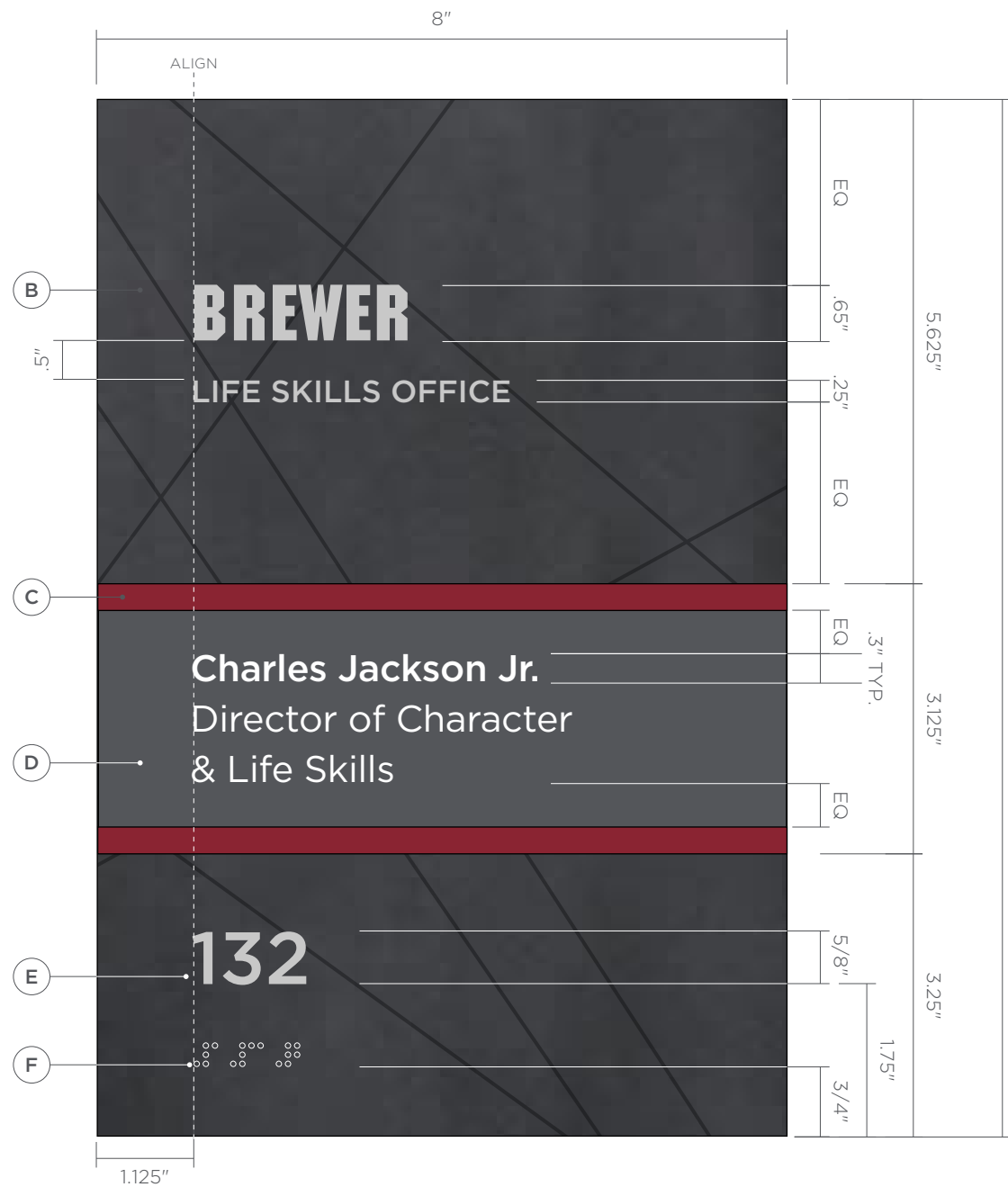
3 A4 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

SIGN TYPE: A5 | QTY: 15

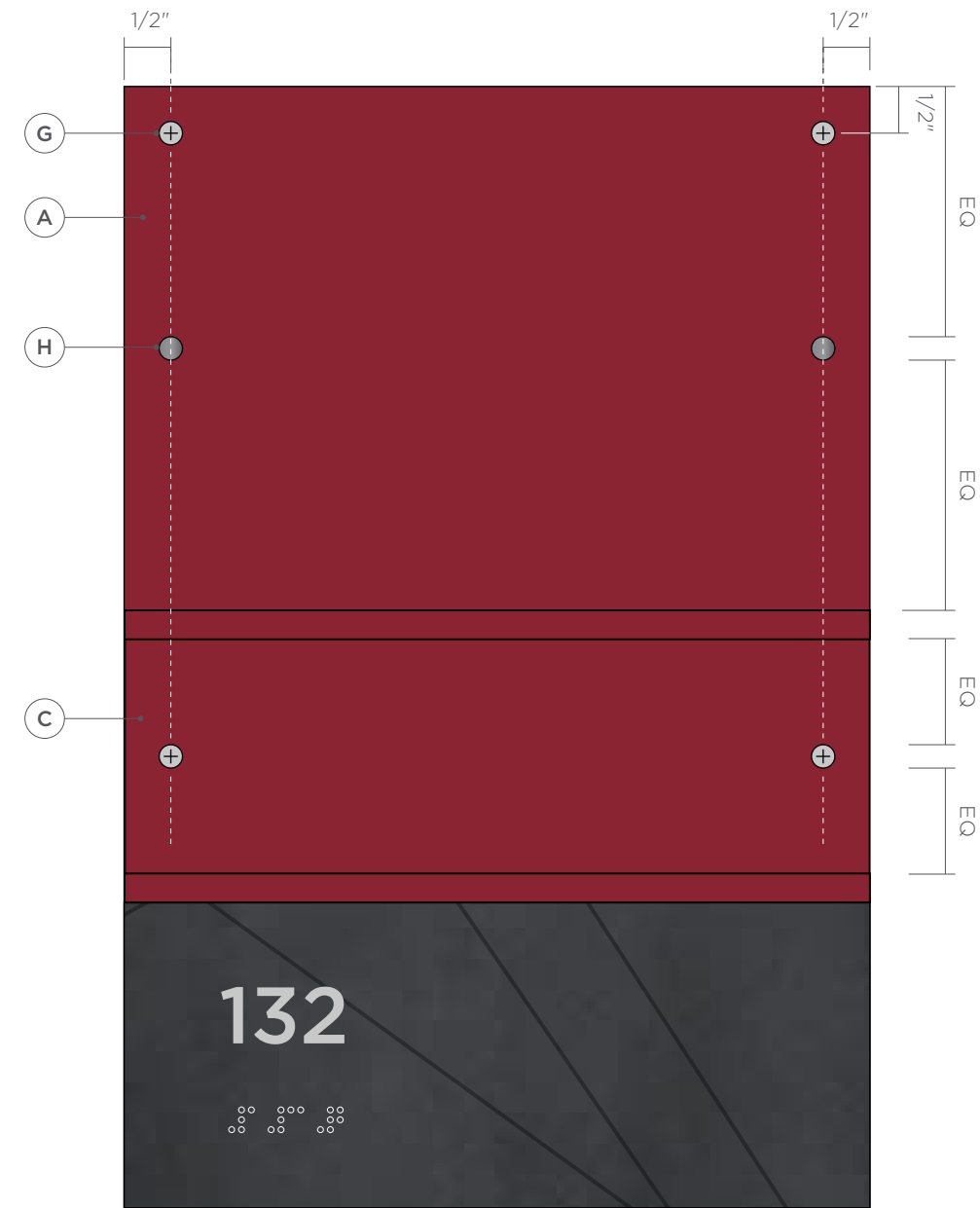
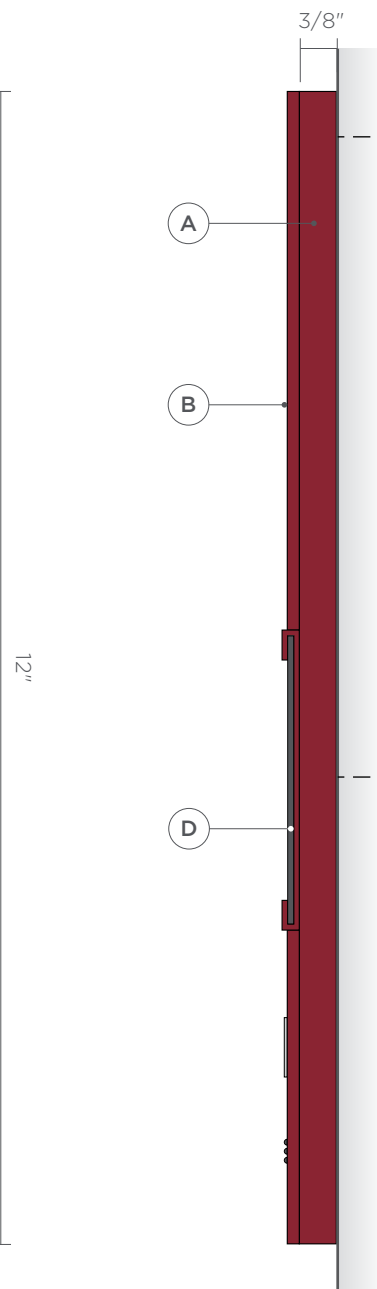
- A) 3/8" thick acrylic backer panel painted (P1) with inset rare earth magnets
- B) 1/8" thick removable acrylic panel with Chemetal 354 Alu-Dark Laminate with screen printed line graphic (PMS Cool Gray 11 C @ 50%) and direct print copy (PMS Cool Gray 3C). Panel held in place via rare earth magnets inset into back

- C) Jifram - Plastic Extrusion RPVC C Channel: HP140 (Or Equal) painted (P1)
- D) 1/16" thick acrylic insert painted (P2) with digitally printed white copy
- E) Rowmark ADA Alternative tactile copy painted (P3)
- F) Grade II Raster Braille (Clear)

- G) Mechanical fasteners
  - H) Magcraft Rare-Earth Disc Magnet - NSN0657 (Or Equal)
- Sign mounted flush to scheduled wall surfaces via mechanical wall anchors and VHB tape



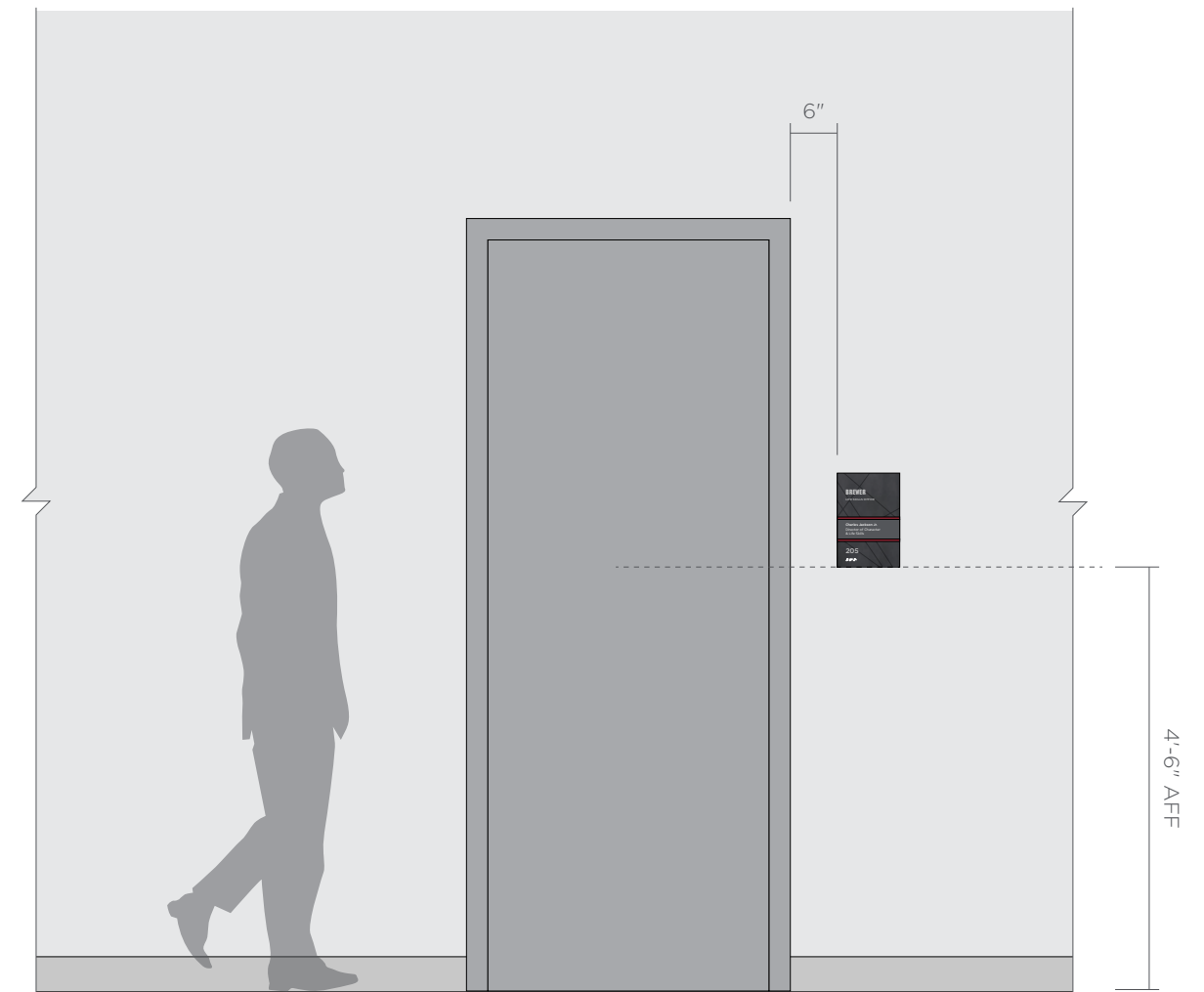
1 A5 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2



2 A5 - FASTNERS & RARE EARTH MAGNET PLACEMENTS  
SCALE: 1:2



1 A5 - EXPLODED VIEW  
SCALE: NTS



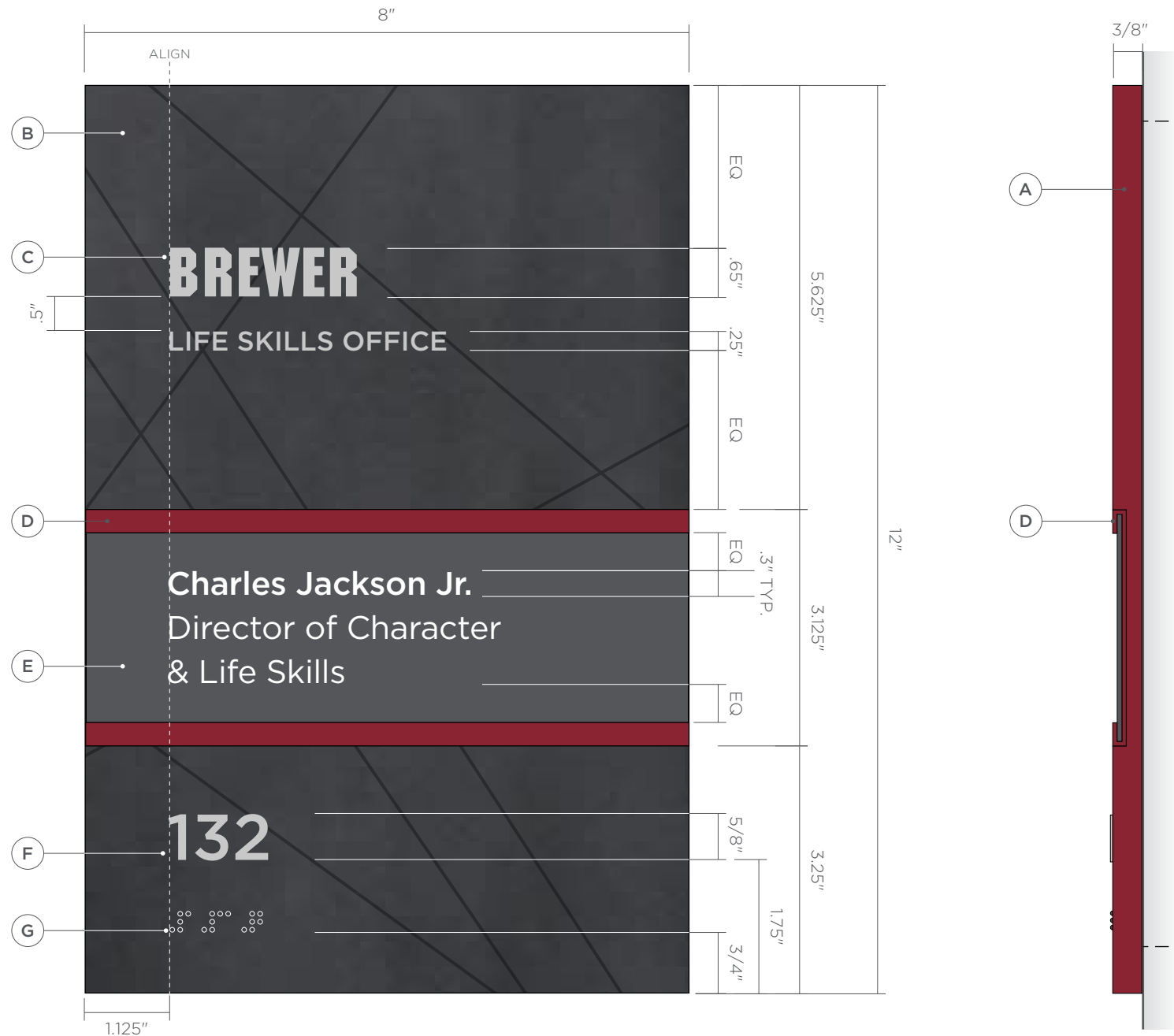
2 A5 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

SIGN TYPE: A5 | QTY: 15

- A) 3/8" thick acrylic backer panel painted (P1) with routed groove for name plate holder (see spec. D)
- B) Chemetal 354 Alu-Dark Laminate with screen printed line graphic (PMS Cool Gray 11 C @ 50%)
- C) Applied vinyl copy (V1)

- D) Jifram - Plastic Extrusion RPVC C Channel: HP140 (Or Equal) painted (P1)
- E) 1/16" thick acrylic insert painted (P2) with digitally printed white copy
- F) Rowmark ADA Alternative tactile copy painted (P3)
- G) Grade II Raster Braille (Clear)

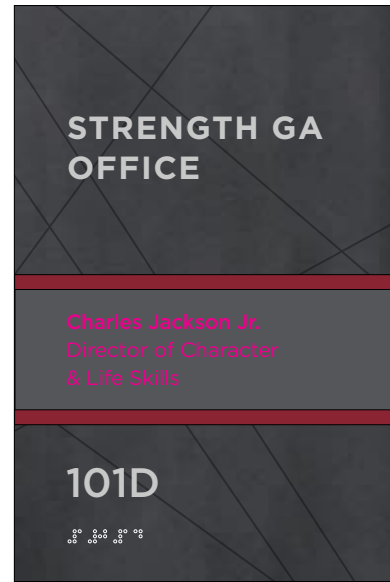
Stud mount sign flush to scheduled wall surfaces



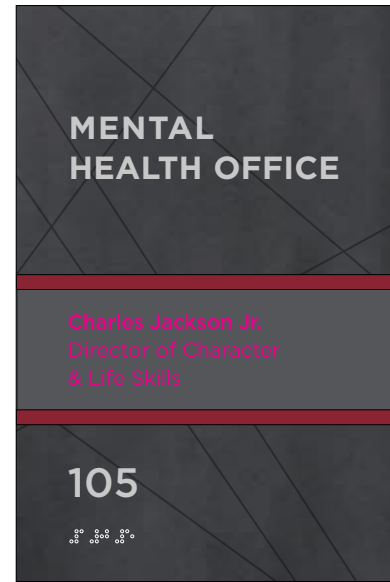
**BID ALTERNATE**

1 A5 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2

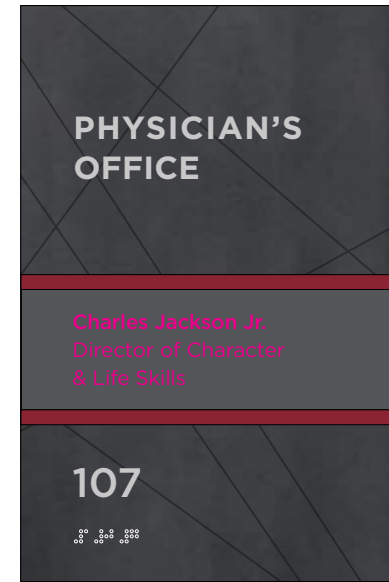




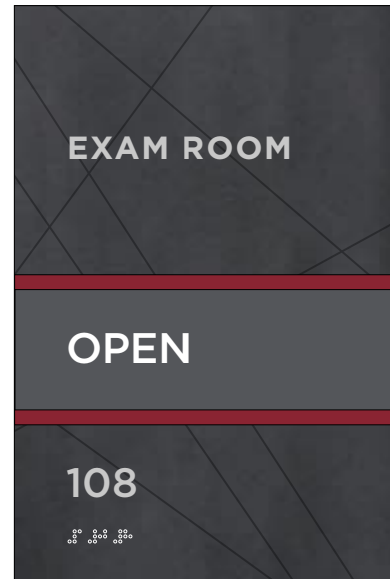
A5-001



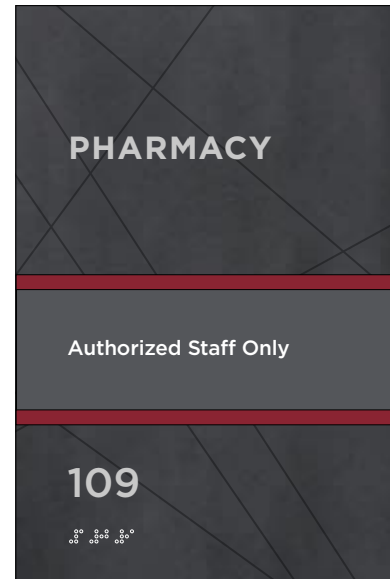
A5-002



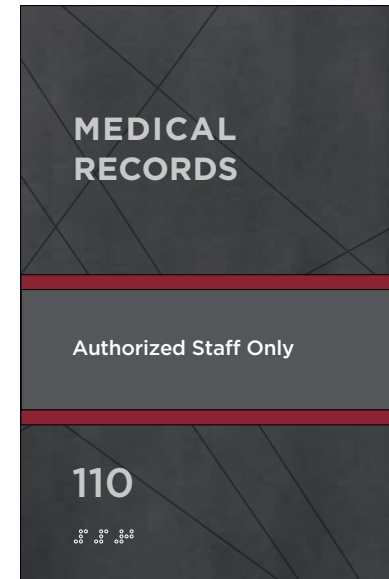
A5-004



A5-005

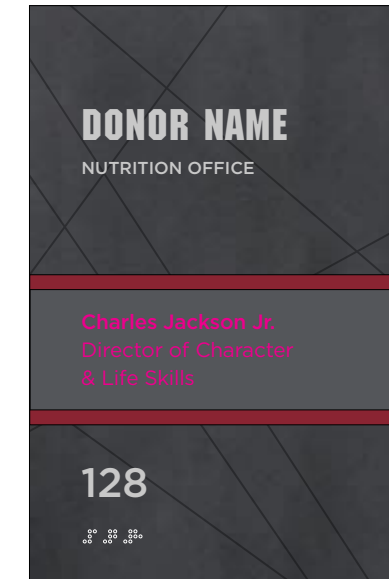


A5-006



A5-007

USC TO CONFIRM DONOR NAME



A5-008

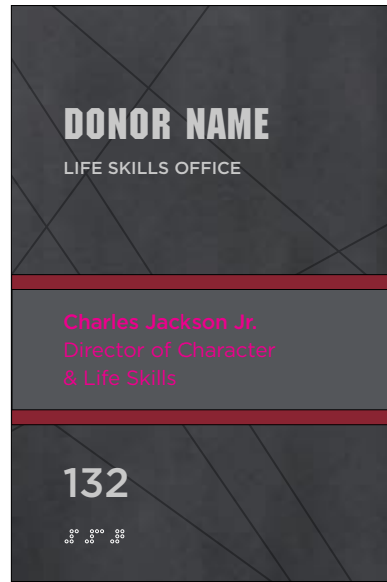
**IN USE**

Reversible insert. "OPEN" side painted (P2) with digitally printed white copy. "IN USE" side painted (P1) with digitally printed white copy

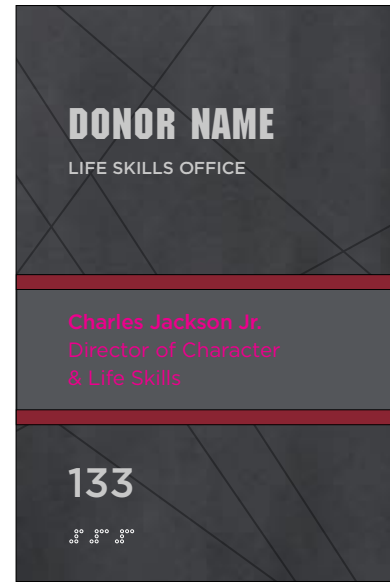
**1** A5 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"

USC TO CONFIRM DONOR NAME

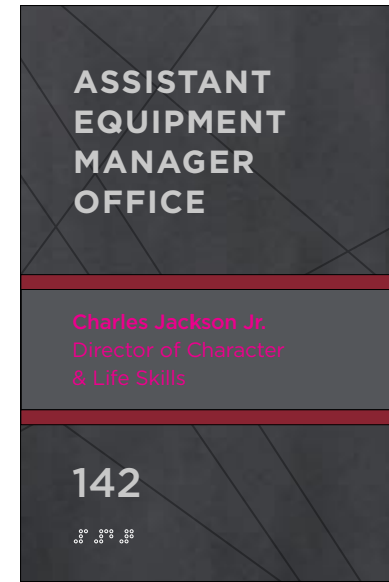
USC TO CONFIRM DONOR NAME



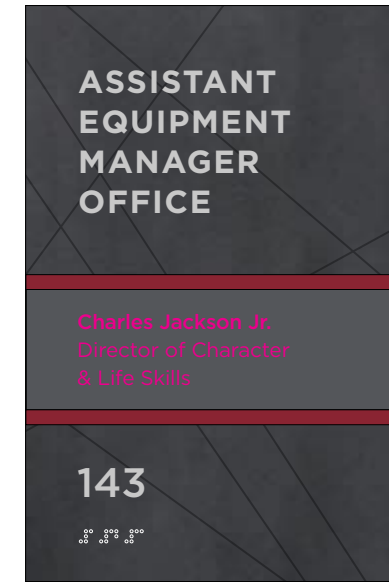
A5-009



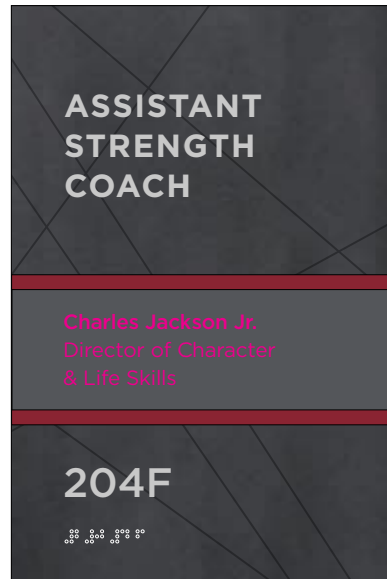
A5-010



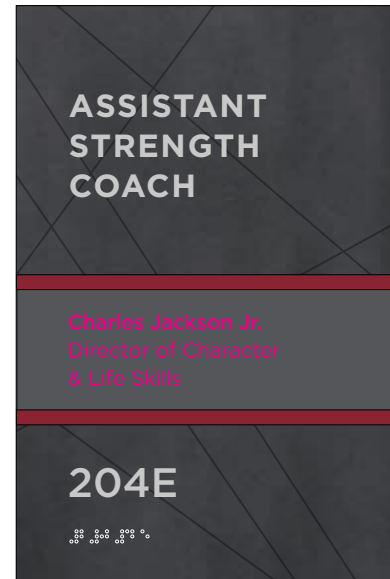
A5-011



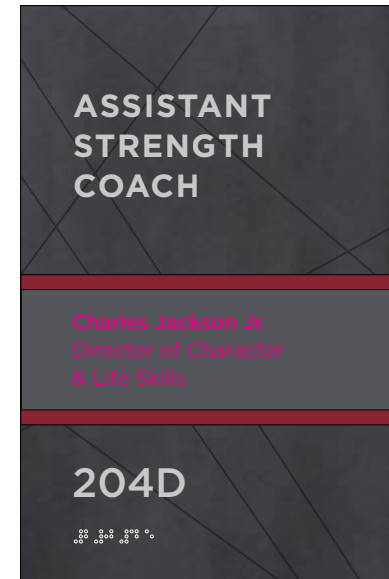
A5-012



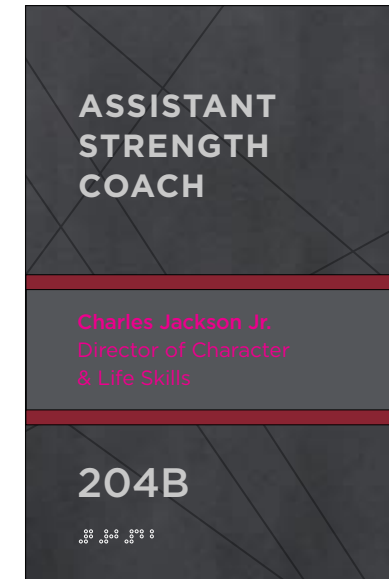
A5-013



A5-014

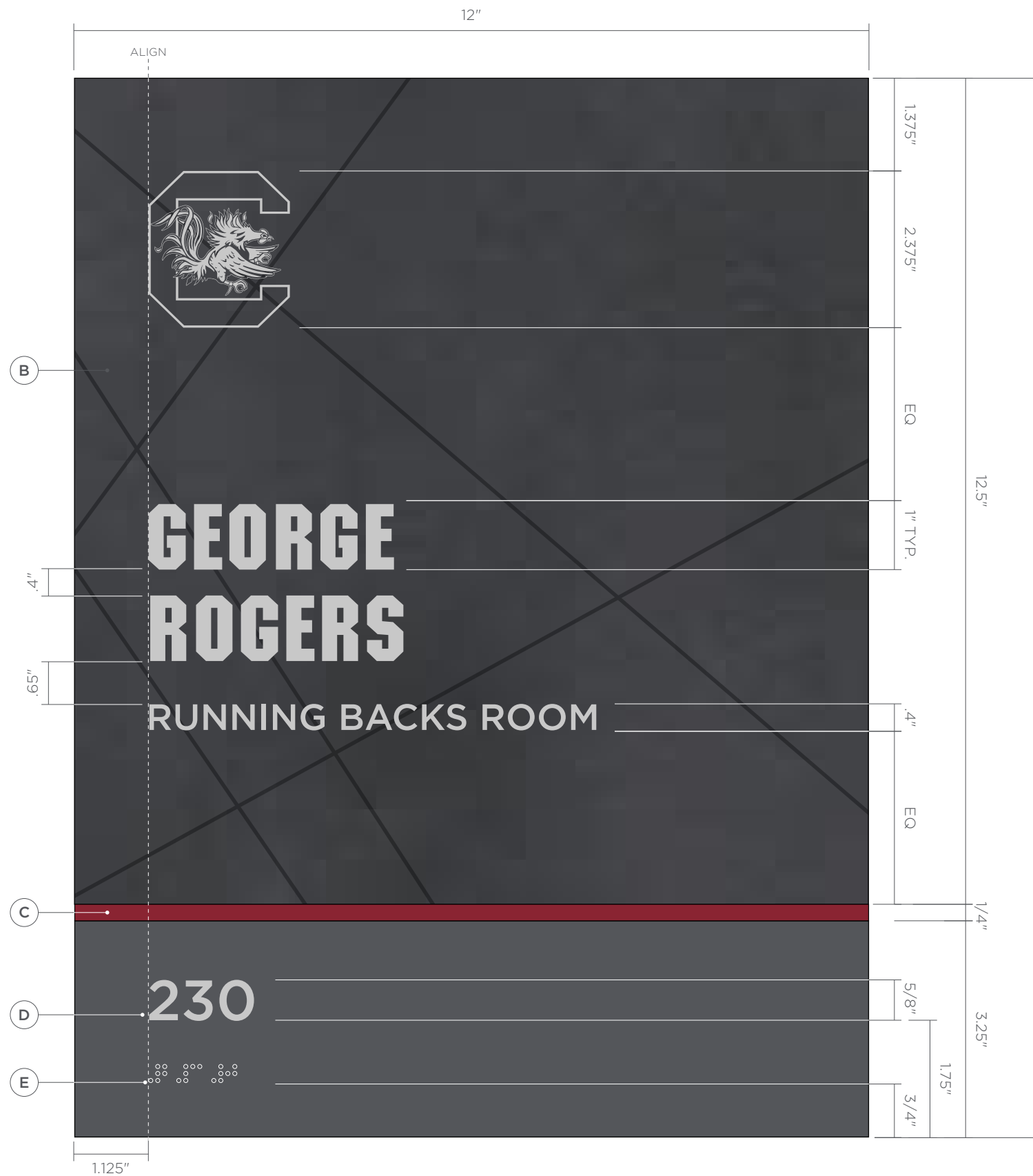


A5-015

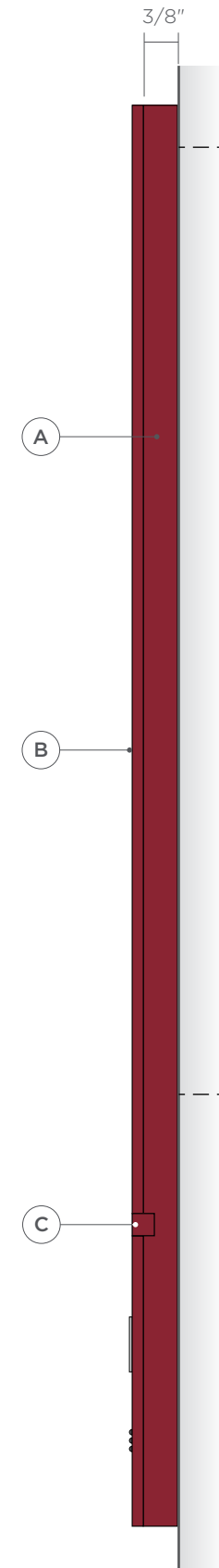


A5-016

**1** A5 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"

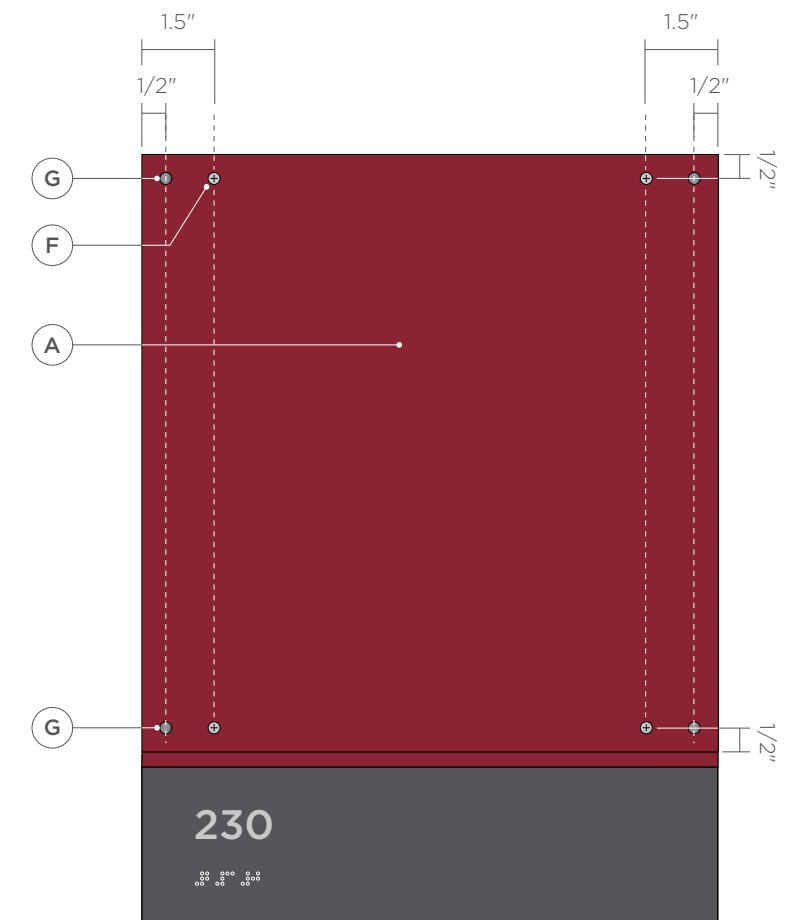


1 A6 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2



SIGN TYPE: A6 | QTY: 16

- A) 3/8" thick acrylic backer panel painted (P1) with inset rare earth magnets
  - B) 1/8" thick removable acrylic panel with Chemetal 354 Alu-Dark Laminate with screen printed line graphic (PMS Cool Gray 11 C @ 50%) and direct print logo and copy (PMS Cool Gray 3 C). Panel held in place via rare earth magnets inset into back
  - C) 1/4" x 1/4" Acrylic rod painted (P1) and inset into routed reveal in backer panel
  - D) Rowmark ADA Alternative tactile copy painted (P3)
  - E) Grade II Raster Braille (Clear)
  - F) Mechanical fasteners
  - G) Magcraft Rare-Earth Disc Magnet - NSN0657 (Or Equal)
- Sign mounted flush to scheduled wall surfaces via mechanical wall anchors and VHB tape



2 A6 - FASTNERS & RARE EARTH MAGNET PLACEMENTS  
SCALE: 3" = 1'-0"



1 A6 - EXPLODED VIEW  
SCALE: NTS



2 A6 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"



SIGN TYPE: A6 | QTY: 16

- A) 3/8" thick acrylic backer panel painted (P1 & P2) with routed reveal
  - B) Chemetal 354 Alu-Dark Laminate with digitally printed line graphic and logo
  - C) Applied vinyl copy (V1)
  - D) Routed reveal painted (P1)
  - E) Rowmark ADA Alternative tactile copy painted (P3)
  - F) Grade II Raster Braille (Clear)
- Stud mount sign flush to scheduled wall surfaces

**BID ALTERNATE**

**1** A6 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2

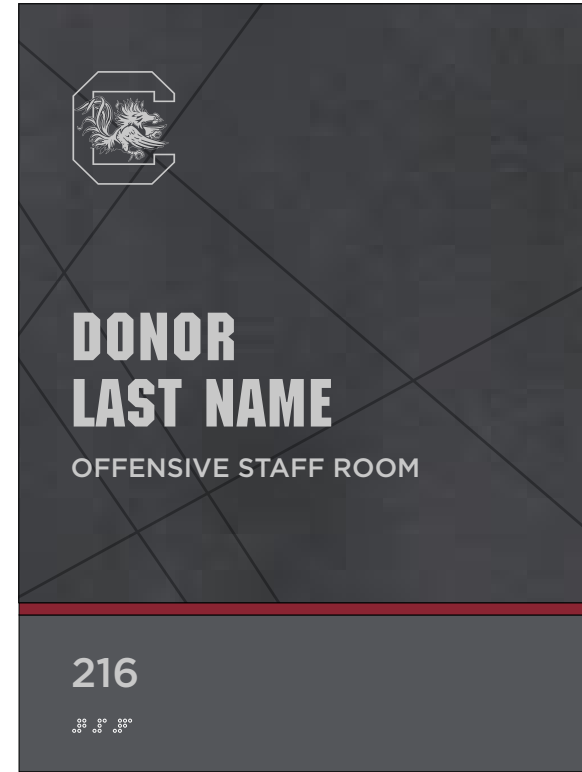
USC TO CONFIRM DONOR NAME



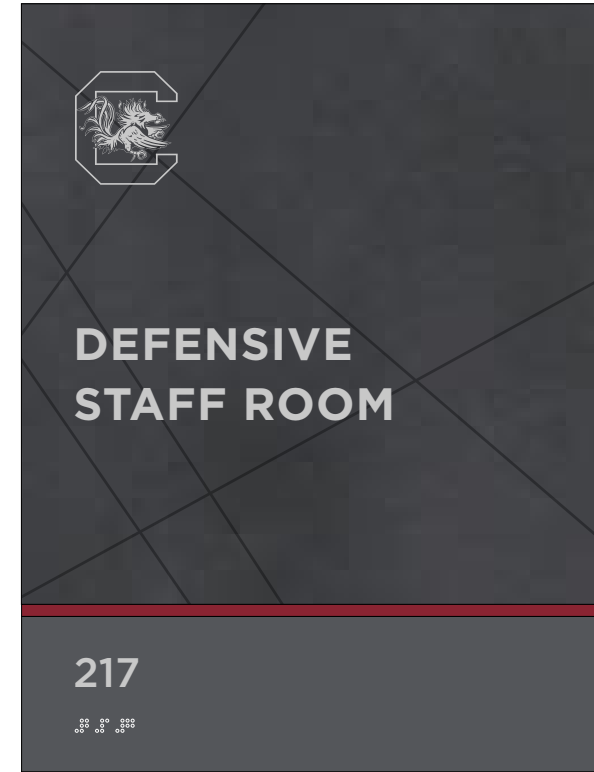
A6-001



A6-002



A6-003



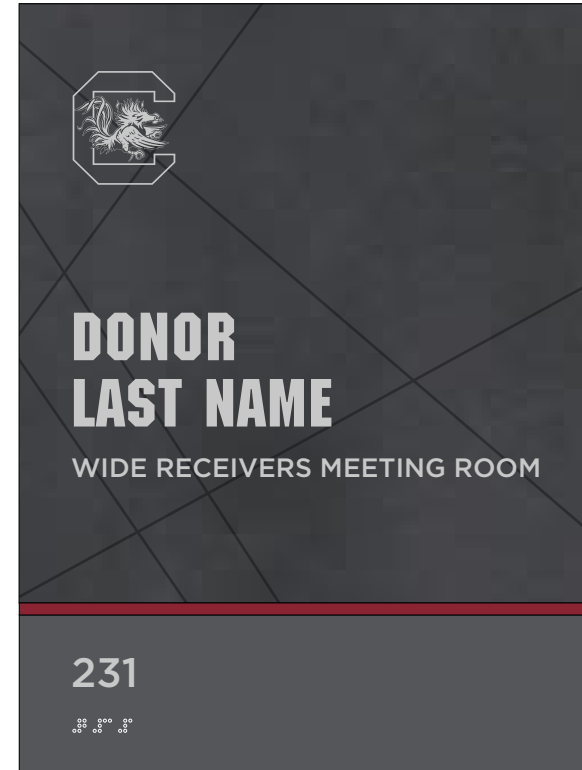
A6-004

**1** A6 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"

USC TO CONFIRM DONOR NAME



A6-005



A6-006

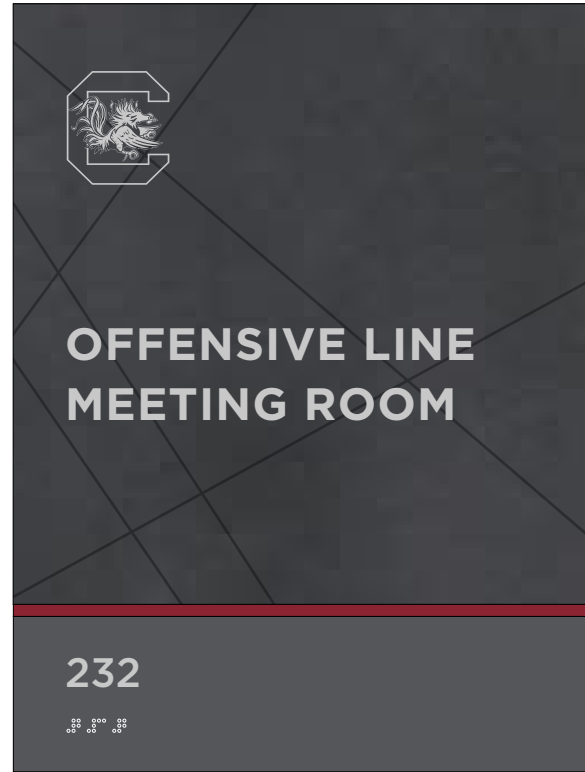


A6-007

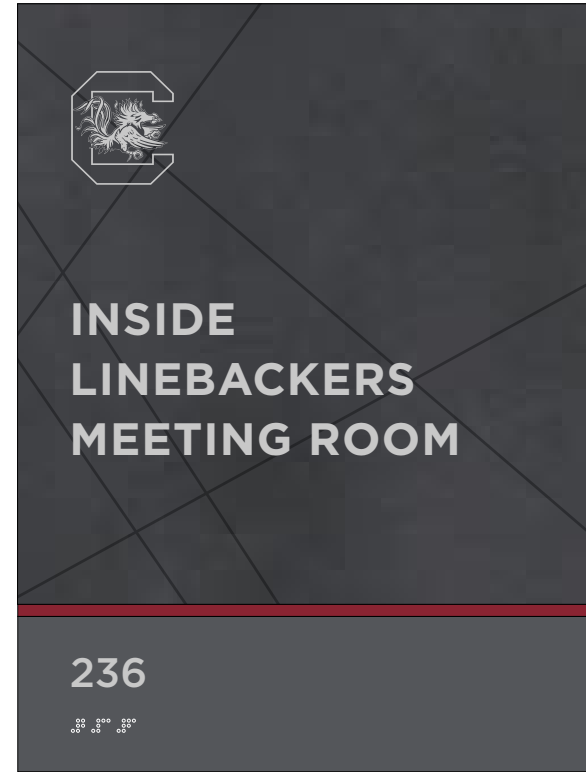


A6-008

**1** A6 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"



A6-009



A6-010



A6-011



A6-012

**1** A6 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"

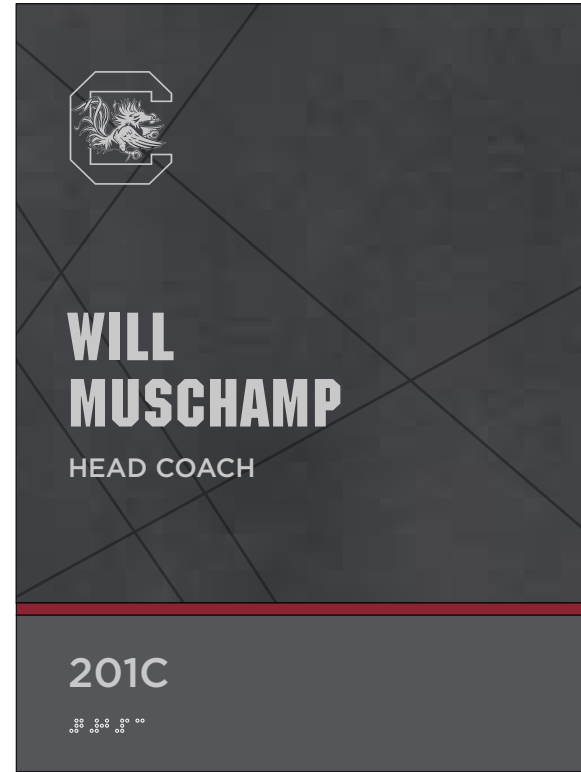




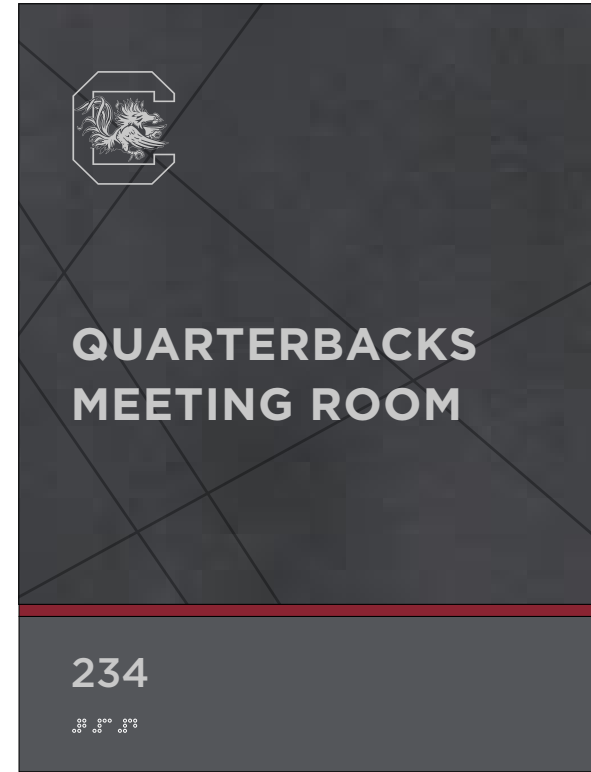
A6-013



A6-014

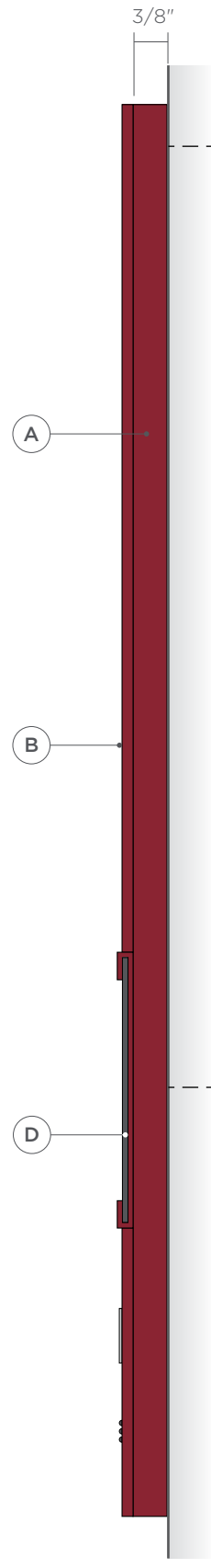
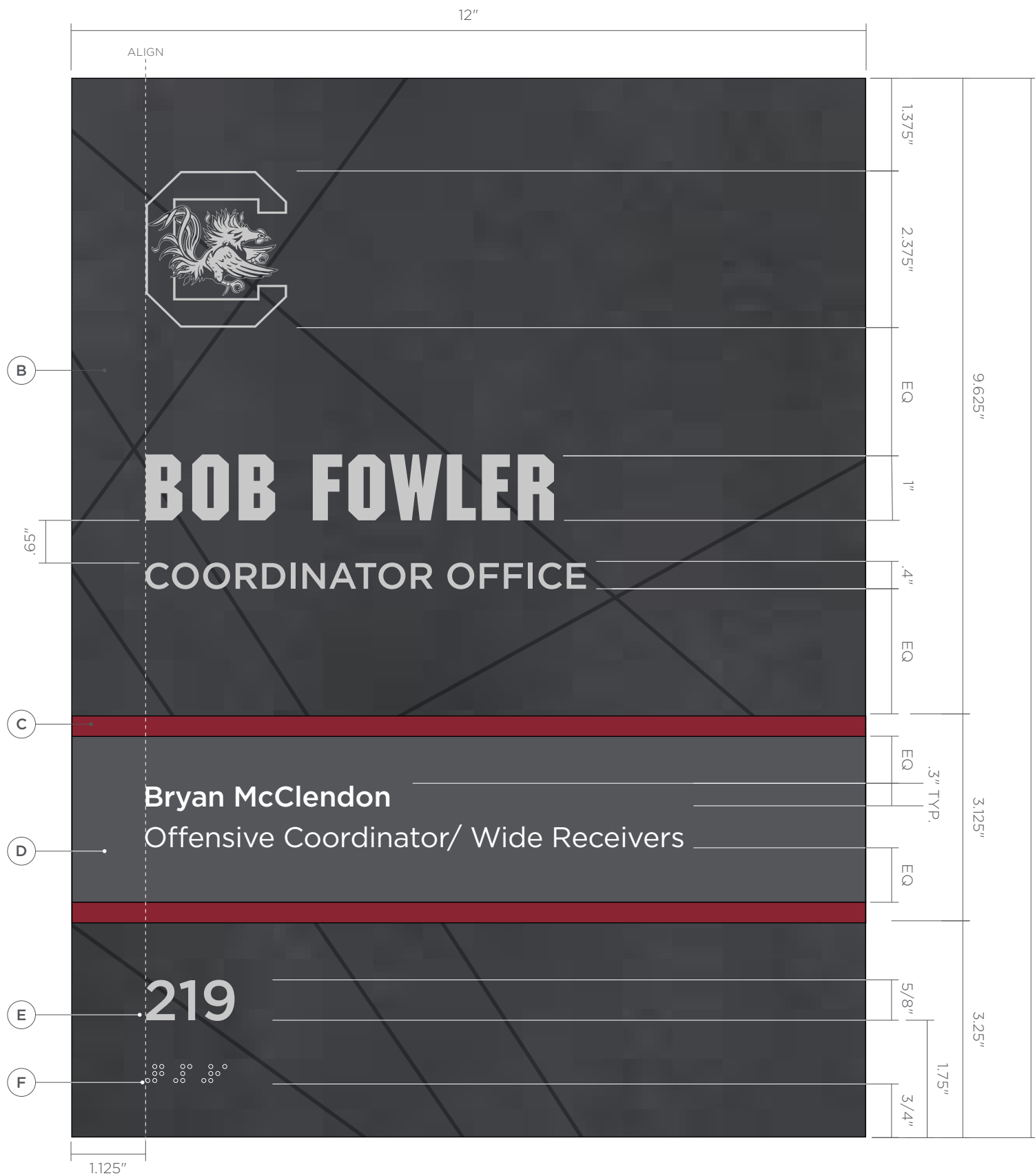


A6-015



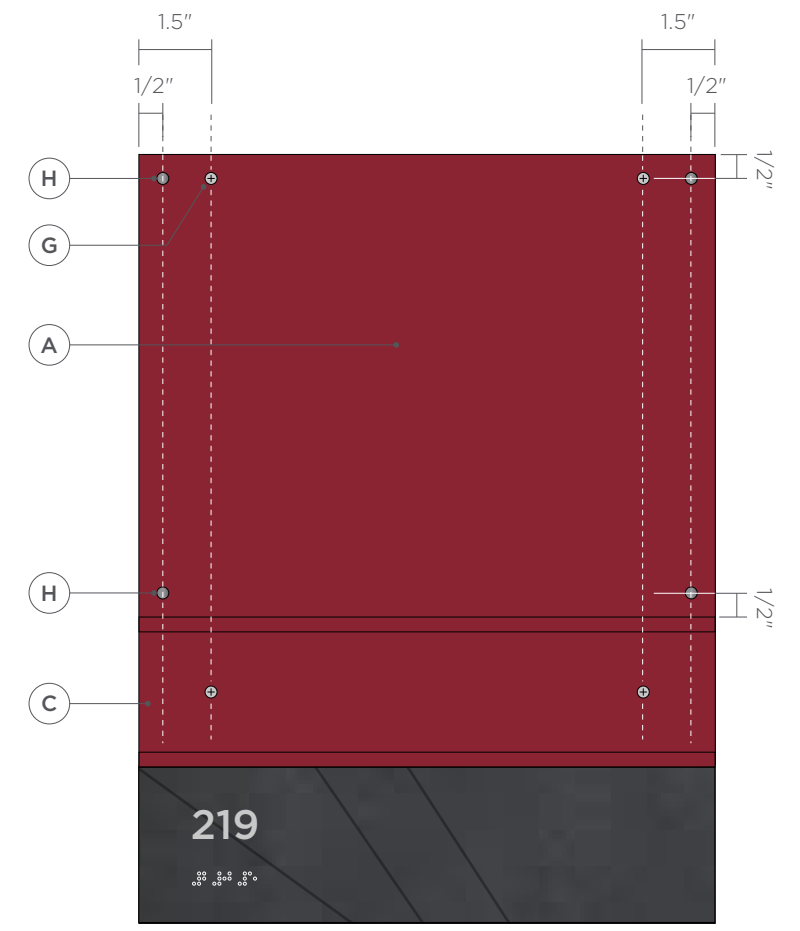
A6-016

**1** A6 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"



SIGN TYPE: A7 | QTY: 19

- A) 3/8" thick acrylic backer panel painted (P1) with inset rare earth magnets
  - B) 1/8" thick removable acrylic panel with Chemetal 354 Alu-Dark Laminate with digitally printed line graphic (PMS Cool Gray 11 C @ 50%) and direct print logo & copy (PMS Cool Gray 3 C). Panel held in place via rare earth magnets inset into back
  - C) Jifram - Plastic Extrusion RPVC C Channel: HP140 (Or Equal) painted (P1)
  - D) 1/16" thick acrylic insert painted (P2) with digitally printed white copy
  - E) Rowmark ADA Alternative tactile copy painted (P3)
  - F) Grade II Raster Braille (Clear)
  - G) Mechanical fasteners
  - H) Magcraft Rare-Earth Disc Magnet - NSN0657 (Or Equal)
- Sign mounted flush to scheduled wall surfaces via mechanical wall anchors and VHB tape



1 A7 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2

2 A7 - FASTNERS & RARE EARTH MAGNET PLACEMENTS  
SCALE: 3" = 1'-0"



1 A7 - EXPLODED VIEW  
SCALE: NTS



2 A7 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"



SIGN TYPE: A7 | QTY: 19

- A) 3/8" thick acrylic backer panel painted (P1) with routed groove for name plate holder (see spec. D)
  - B) Chemetal 354 Alu-Dark Laminate with digitally printed line graphic and logo
  - C) Applied vinyl copy (V1)
  - D) Jifram - Plastic Extrusion RPVC C Channel: HP140 (Or Equal) painted (P1)
  - E) 1/16" thick acrylic insert painted (P2) with digitally printed white copy
  - F) Rowmark ADA Alternative tactile copy painted (P3)
  - G) Grade II Raster Braille (Clear)
- Stud mount sign flush to scheduled wall surfaces

**BID ALTERNATE**

1 A7 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2




**EQUIPMENT  
MANAGER  
OFFICE**

Bryan McClendon  
Offensive Coordinator/ Wide Receivers

**144**




A7-001




**ON CAMPUS  
RECRUITING**

Bryan McClendon  
Offensive Coordinator/ Wide Receivers

**206**




A7-002




**PLAYER  
PERSONNEL**

Bryan McClendon  
Offensive Coordinator/ Wide Receivers

**207**




A7-003



**HIGH SCHOOL  
RELATIONS**

Bryan McClendon  
Offensive Coordinator/ Wide Receivers

**208**



A7-004



**ASSOCIATE  
ATHLETIC DIRECTOR  
NEW MEDIA**

Bryan McClendon  
Offensive Coordinator/ Wide Receivers

**211C**



A7-005

**1** A7 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"

USC TO CONFIRM DONOR NAME

USC TO CONFIRM DONOR NAME

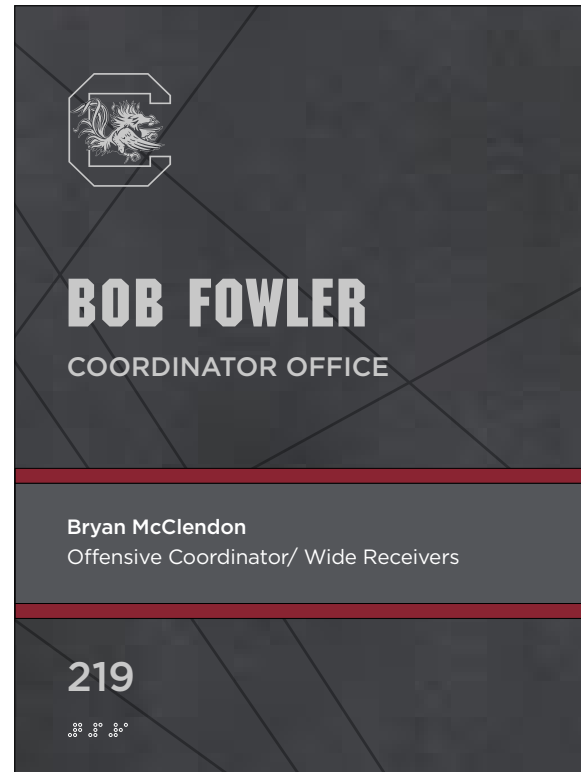


**DIRECTOR  
EXTERNAL  
COMMUNICATIONS**

Bryan McClendon  
Offensive Coordinator/ Wide Receivers

211B

A7-006

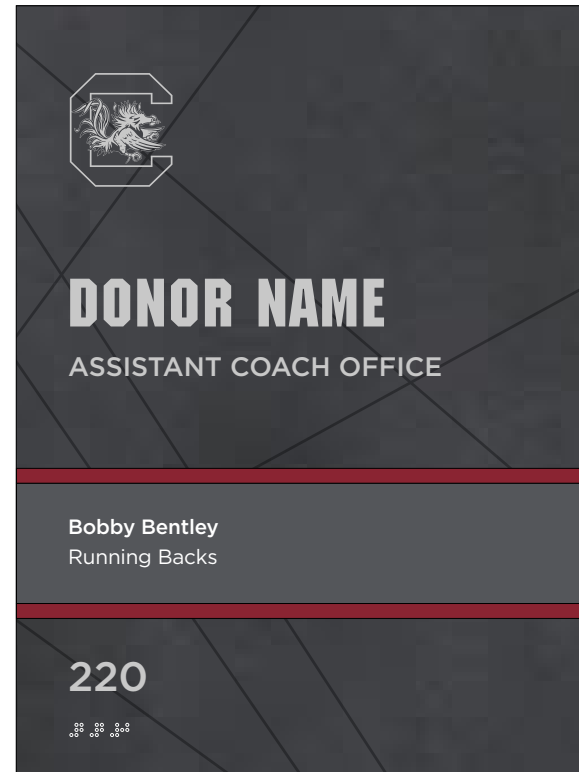


**BOB FOWLER**  
COORDINATOR OFFICE

Bryan McClendon  
Offensive Coordinator/ Wide Receivers

219

A7-007

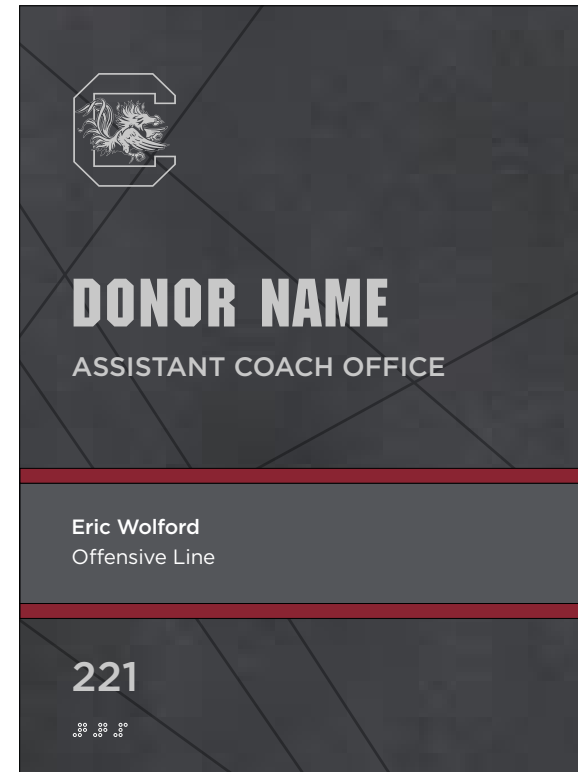


**DONOR NAME**  
ASSISTANT COACH OFFICE

Bobby Bentley  
Running Backs

220

A7-008



**DONOR NAME**  
ASSISTANT COACH OFFICE

Eric Wolford  
Offensive Line

221

A7-009



**COORDINATOR  
OFFICE**

Bryan McClendon  
Offensive Coordinator/ Wide Receivers

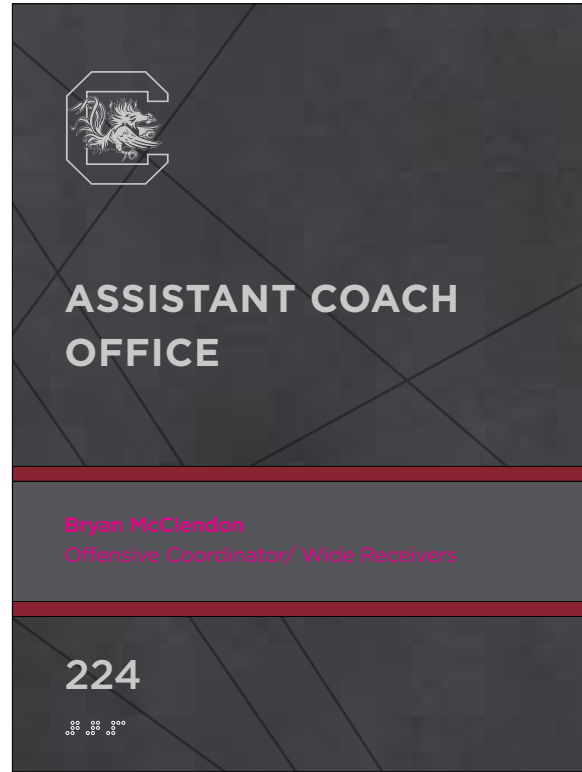
222

A7-010

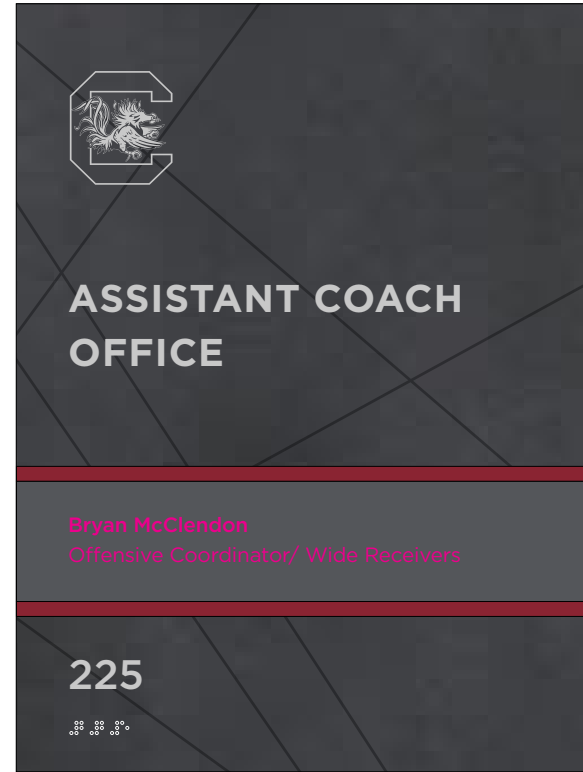
**1** A7 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"



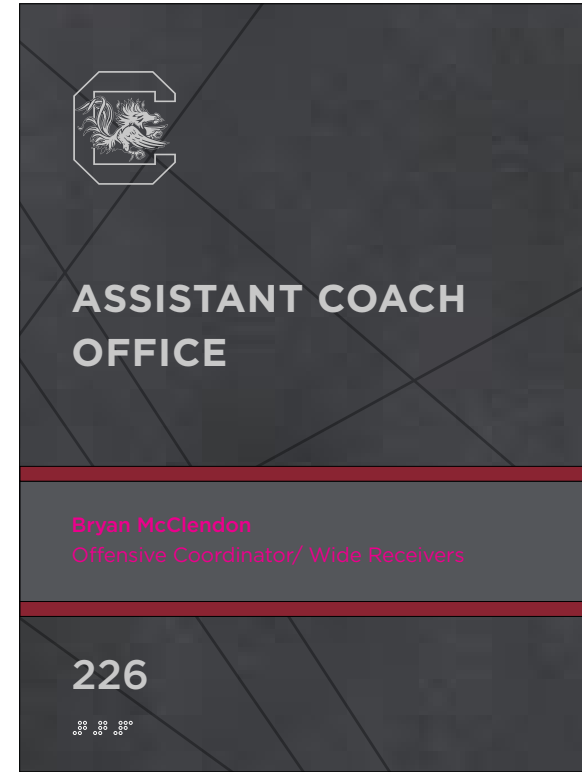
A7-011



A7-012



A7-013



A7-014

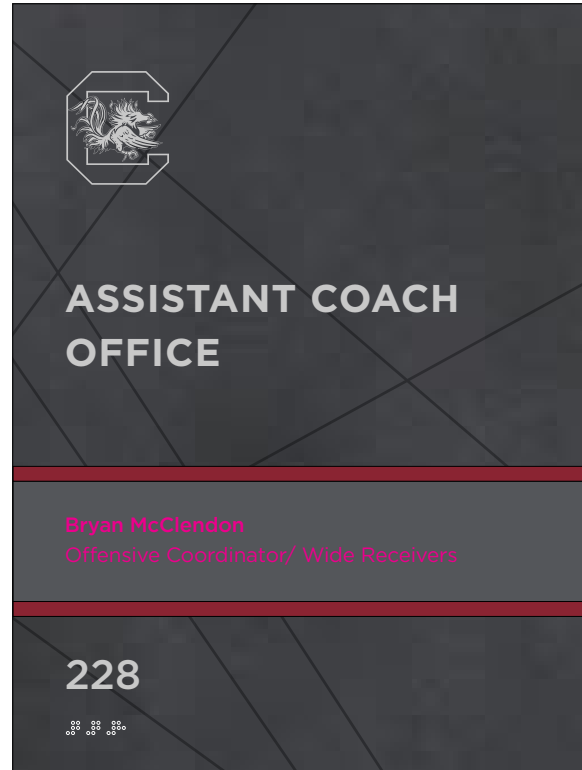


A7-015

**1** A7 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"

USC TO CONFIRM OFFICE NAME

USC TO CONFIRM OFFICE NAME



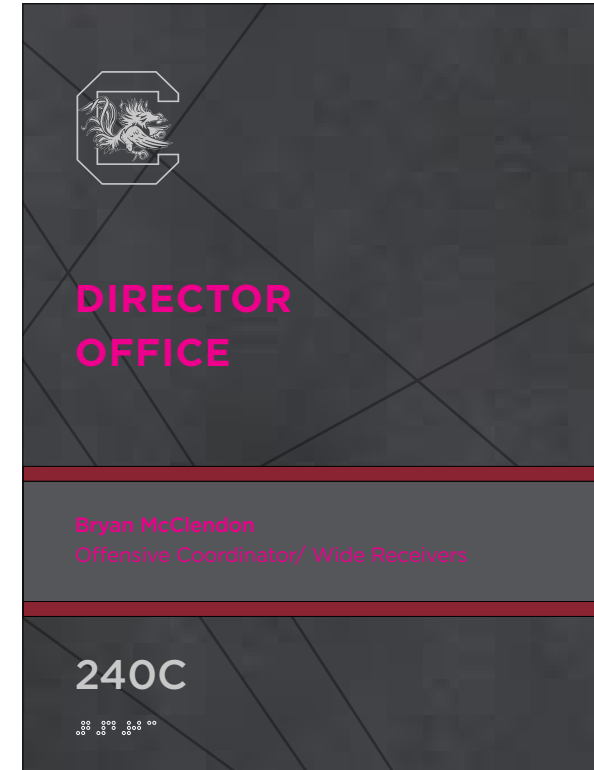
A7-016



A7-017



A7-018



A7-019

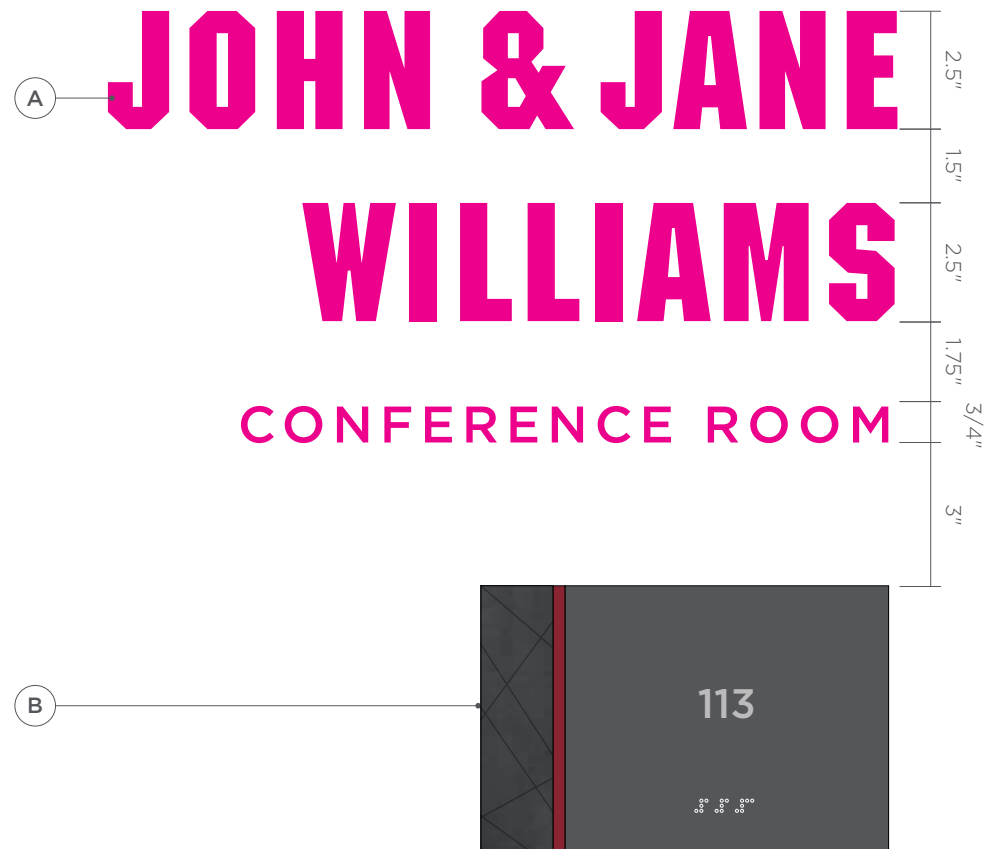
**1** A7 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"



SIGN TYPE: A8 | QTY: 0

- A) Applied vinyl (V2)
- B) Sign Type - A2

NOTE: No applications of A8 signtype in current package. Documentation is intended to show design direction once donor recognition is confirmed.



1 A8 - TYP. FRONT ELEVATION  
SCALE: 3" = 1'-0"

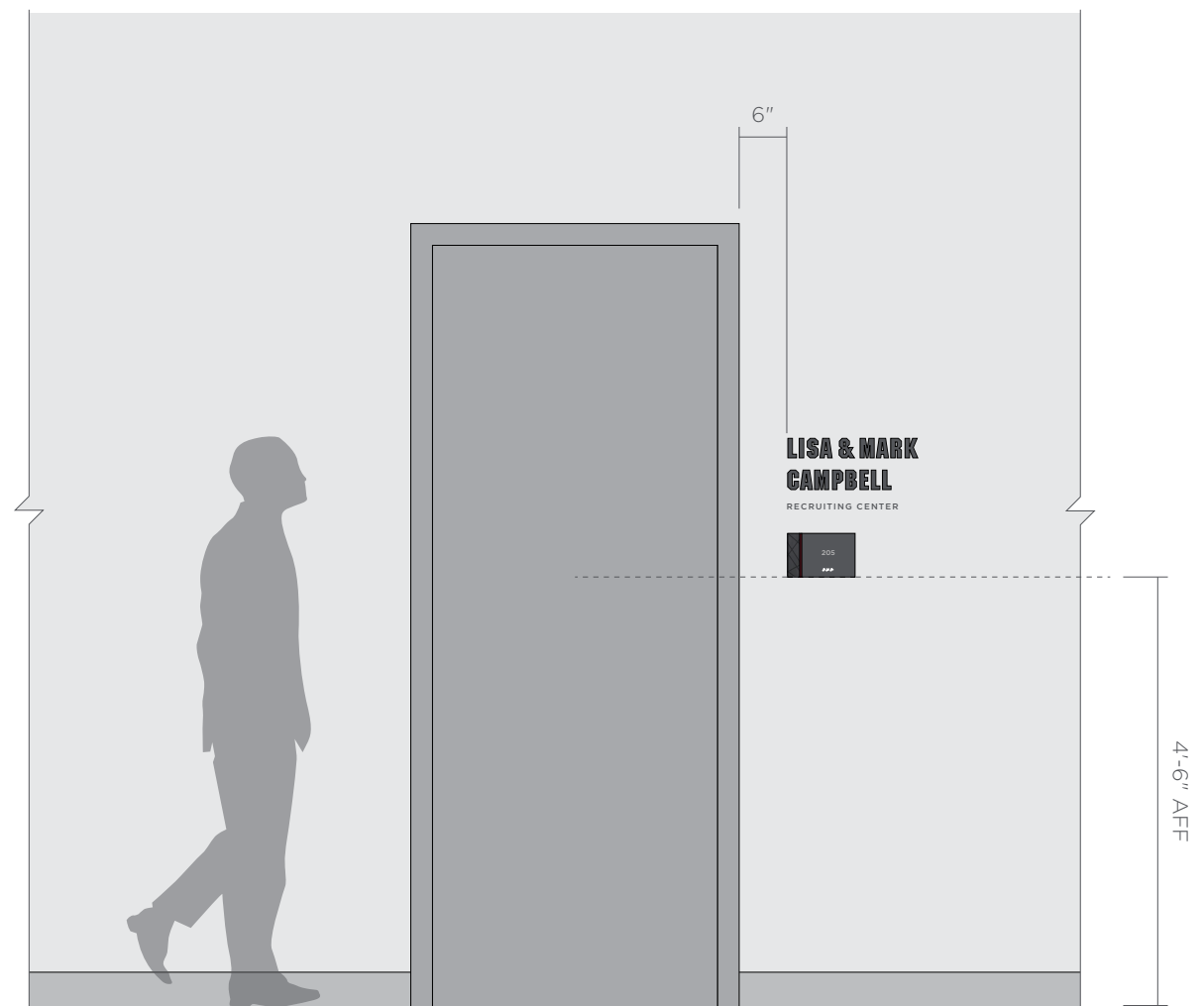


2 A8 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

SIGN TYPE: B1.1 | QTY: 3

- A) 1/4" Thick laser cut acrylic painted (P2) and stud mounted to wall
- B) Applied opaque vinyl (V4)
- C) Sign Type - A2

Dimensional letters stud mounted flush to scheduled wall surfaces

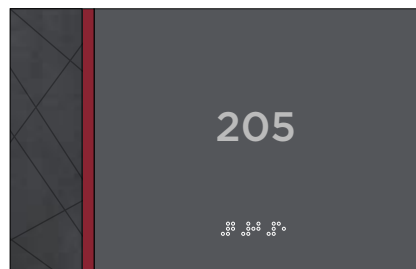


1 B1.1 - TYP. FRONT & SIDE ELEVATION  
SCALE: 3" = 1'-0"

2 B1.1 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

**LISA & MARK  
CAMPBELL**

RECRUITING CENTER

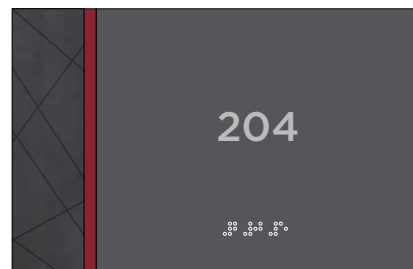


B1.1-001

DONOR NAME TBD

**JOHN & JANE  
WILLIAMS**

CARDIO DECK

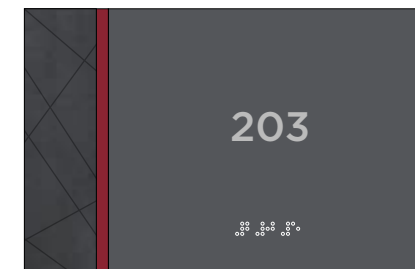


B1.1-002

DONOR NAME TBD

**JOHN & JANE  
WILLIAMS**

RECRUIT WAITING ROOM



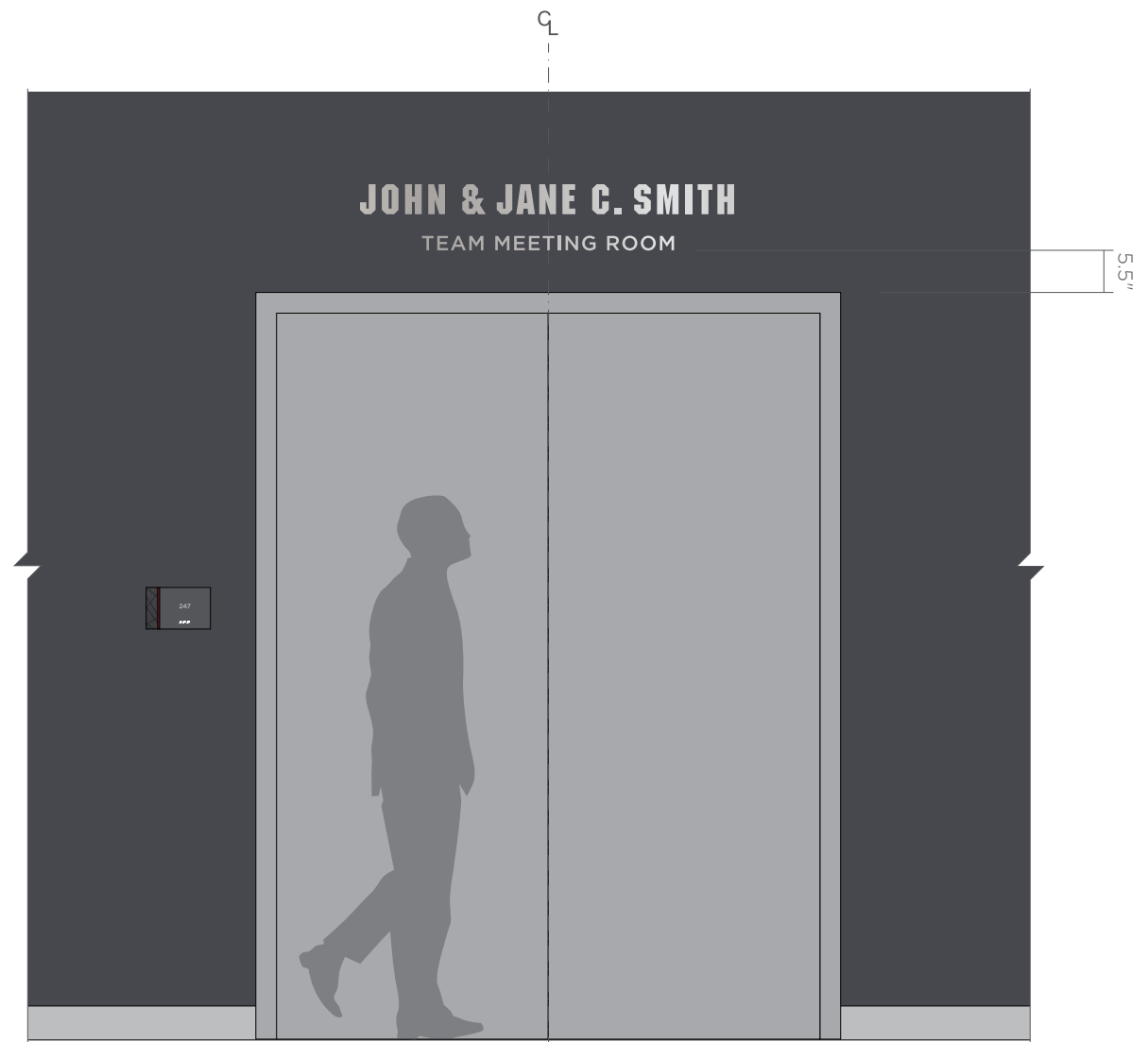
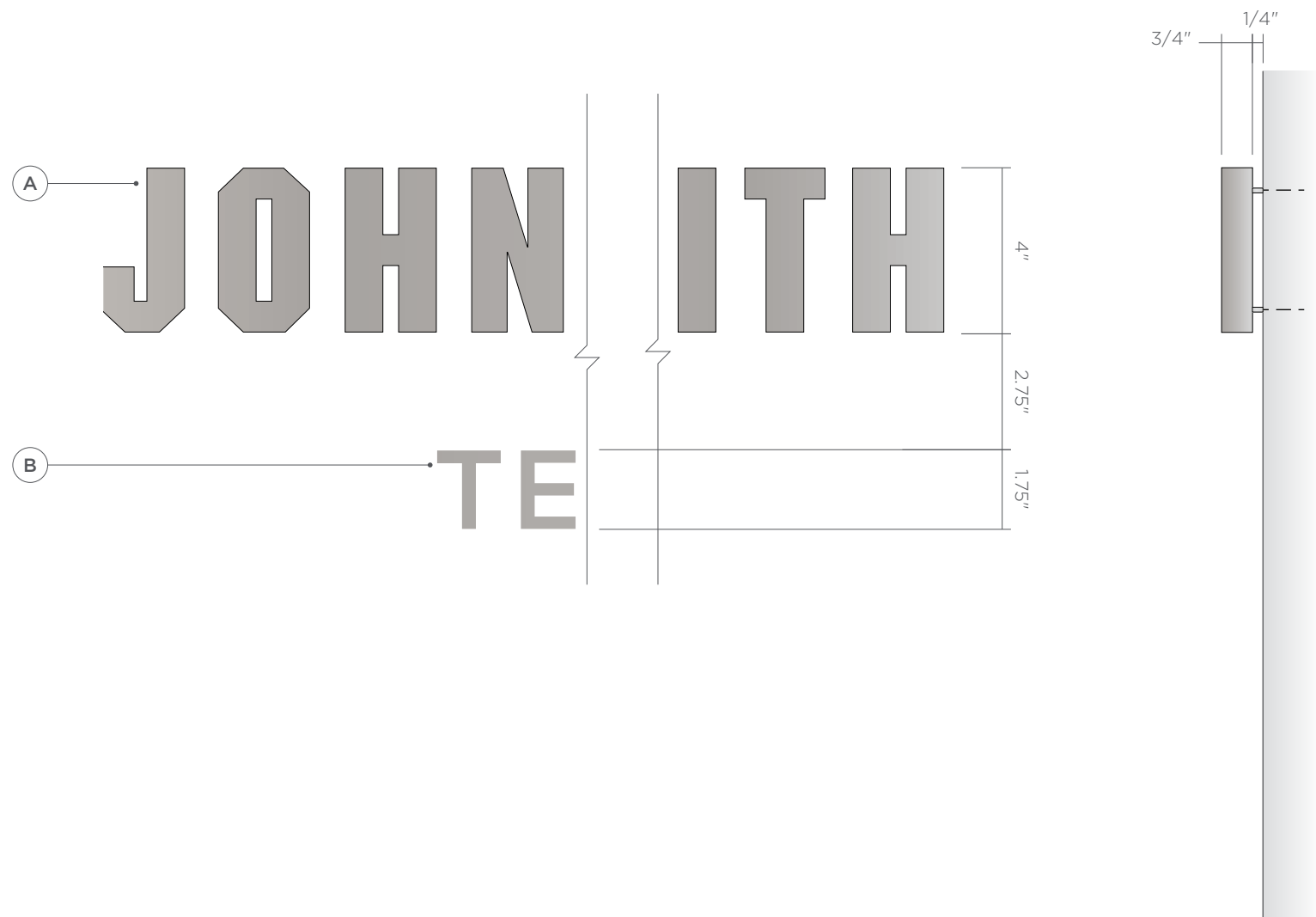
B1.1-003

**1** B1.1 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"

SIGN TYPE: B1.2 | QTY: 3

- A) 3/4" Thick laser cut acrylic painted (P4) and pin mounted to wall
- B) Applied opaque vinyl (V5)

Dimensional letters pin mounted 1/4" off scheduled wall surfaces via studs



1 B1.2 - TYP. FRONT & SIDE ELEVATION  
SCALE: 3" = 1'-0"

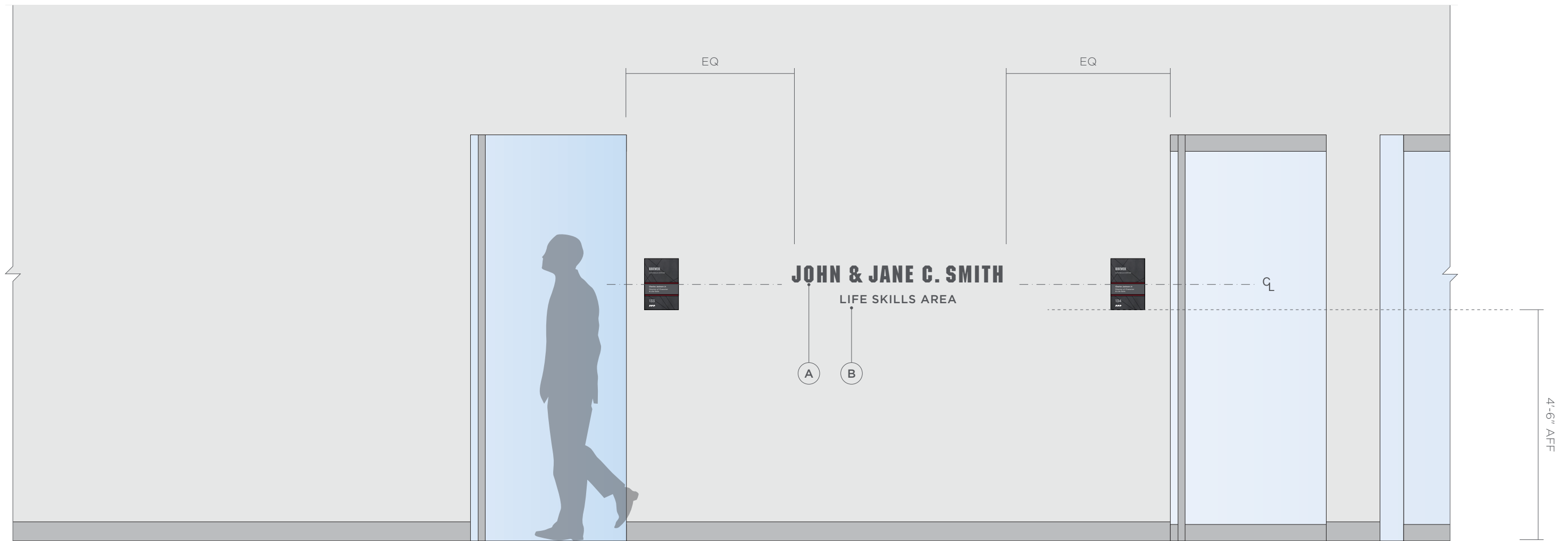
2 B1.2 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

SIGN TYPE: B1.2 | QTY: 3

A) 3/4" Thick laser cut acrylic painted (P2) and pin mounted to wall

B) Applied opaque vinyl (V4)

Dimensional letters pin mounted 1/4" off scheduled wall surfaces via studs



1 B1.2-003 - ELEVATION  
SCALE: 1/2" = 1'-0"

DONOR NAME TBD

DONOR NAME TBD  
\*SIGN VARIES FROM DONOR GUIDELINES. USC TO CONFIRM IF  
VARIANCE IS OKAY.

**JOHN & JANE C. SMITH**  
TEAM MEETING ROOM

**JOHN & JANE C. SMITH**  
LIFE SKILLS AREA

B1.2-001  
B1.2-002

B1.2-003  
SIGN PAINTED (P2)

1 B1.2 - MESSAGE SCHEDULE  
SCALE: 1 1/2" = 1'-0"

SIGN TYPE: B1.3 | QTY: 3

- A) 3/4" Thick laser cut acrylic painted (P2) and pin mounted to wall
- B) Applied opaque vinyl (V4)

Dimensional letters pin mounted 1/4" off scheduled wall surfaces via studs



1 B1.3 - TYP. FRONT & SIDE ELEVATION  
SCALE: 3" = 1'-0"



2 B1.3 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

DONOR NAME TBD

**FARFONE FAMILY**  
FOOTBALL LOCKER ROOM

B1.3-001  
B1.3-002

DONOR NAME TBD

**VIC ROOF**  
LOBBY

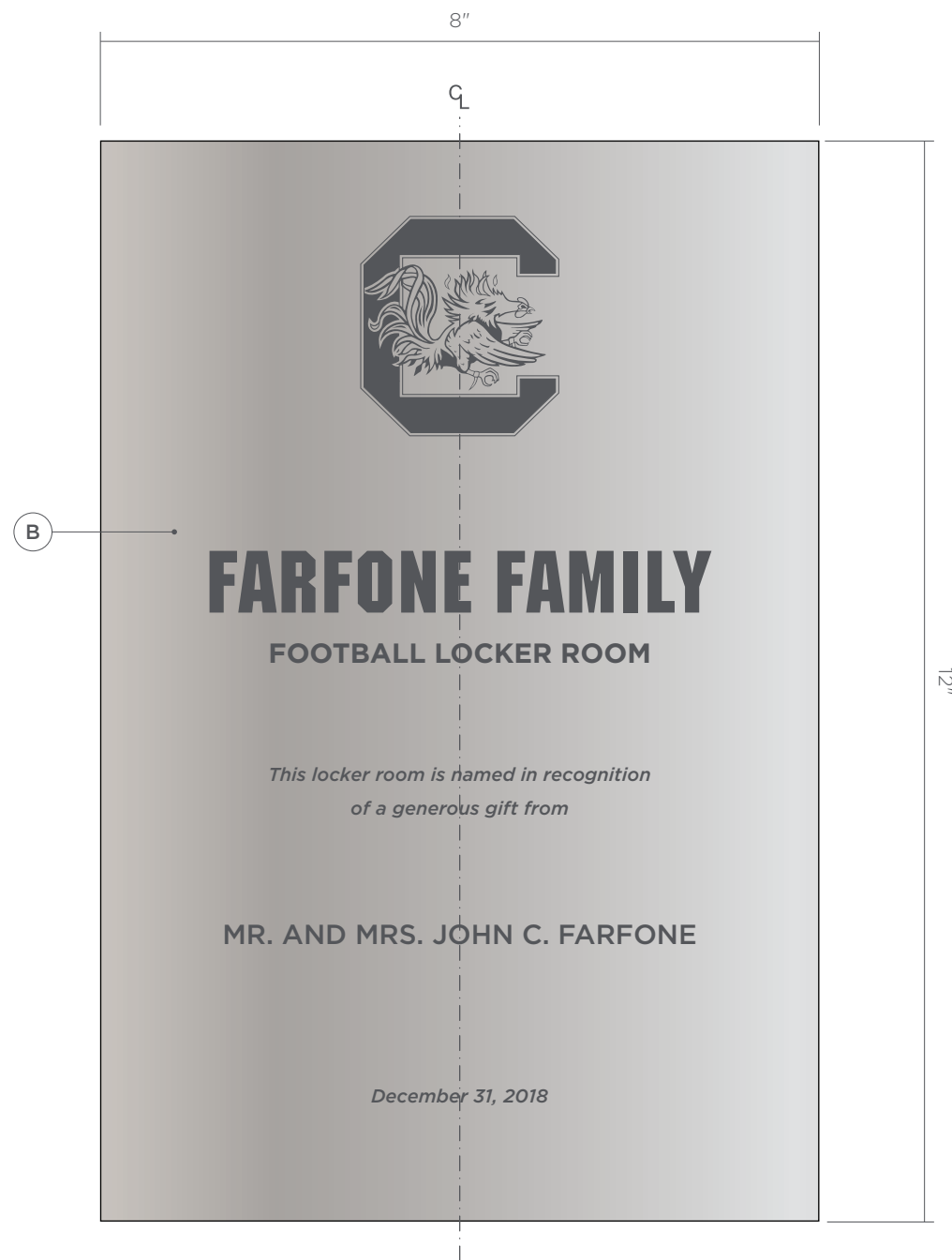
B1.3-003  
SIGN PAINTED (P2)

**1** B1.3 - MESSAGE SCHEDULE  
SCALE: 1 1/2" = 1'-0"



SIGN TYPE: B2 | QTY: 3

- A) 1/16" Thick aluminum panel painted (P4)
  - B) Direct print graphic (PMS Cool Gray 11 C)
- Sign mounted flush to scheduled wall surfaces via VHB tape



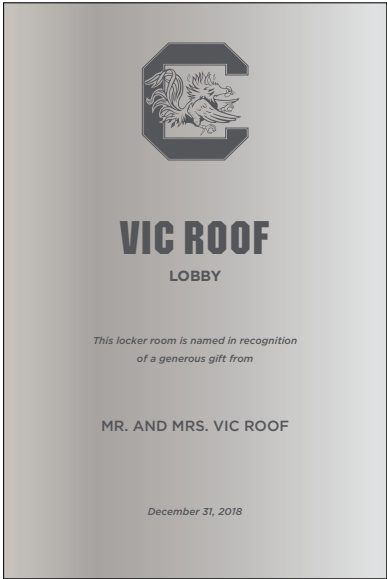
1 B2 - TYP. FRONT & SIDE ELEVATION  
SCALE: 1:2



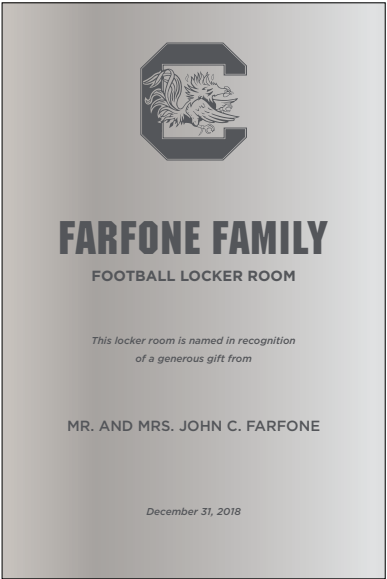
2 B2 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

GRAPHIC LAYOUT TO BE CONFIRMED BY USC

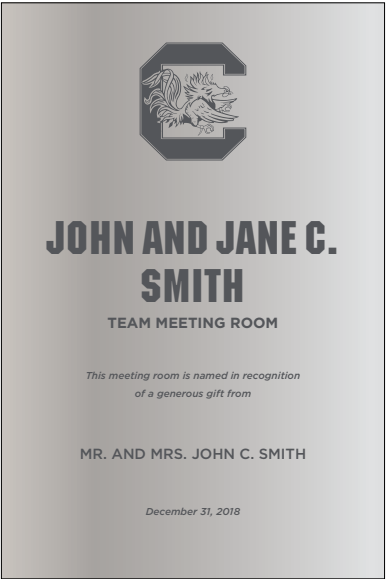
DONOR NAME TBD



B2-001



B2-002



B2-003

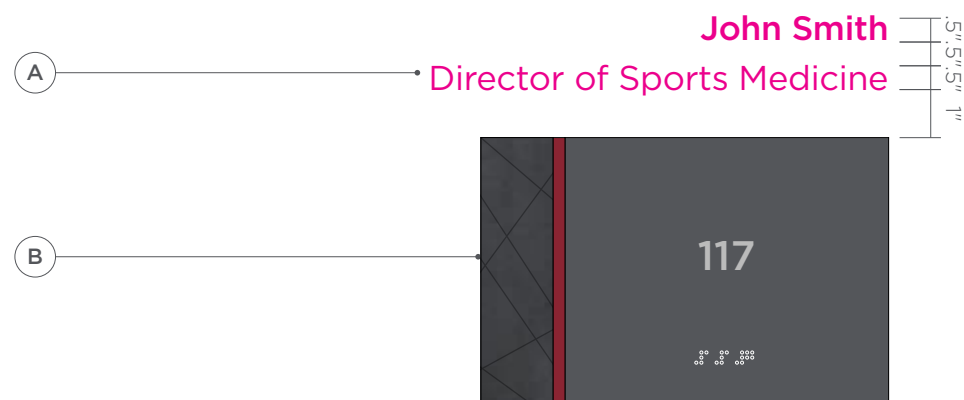
**1** B2 - MESSAGE SCHEDULE  
 SCALE: 3" = 1'-0"

SIGN TYPE: B3 | QTY: 6

A) Applied vinyl (V2)

B) Sign Type - A2

NOTE: Staff names TBD



1 B3 - TYP. FRONT ELEVATION  
SCALE: 3" = 1'-0"



2 B3 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

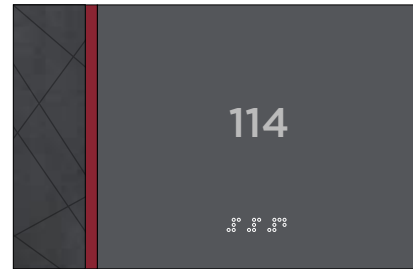
STAFF NAMES TBD

**John Smith**  
Director of Sports Medicine



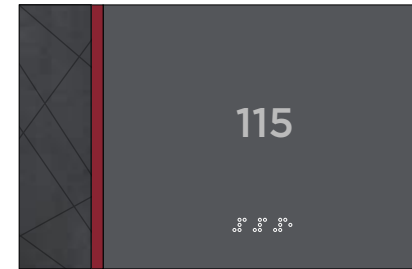
B3-001

**John Smith**  
Director of Sports Medicine



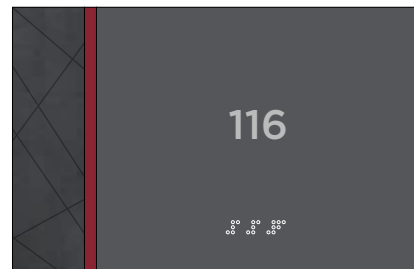
B3-002

**John Smith**  
Director of Sports Medicine



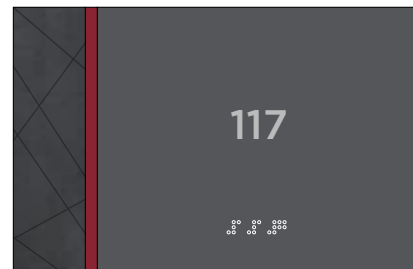
B3-003

**John Smith**  
Director of Sports Medicine



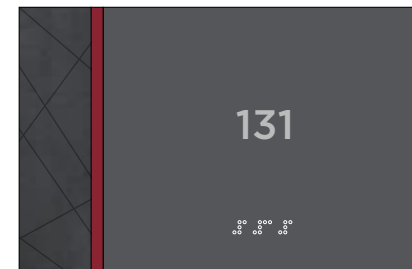
B3-004

**John Smith**  
Director of Sports Medicine



B3-005

**John Smith**  
Director of Sports Medicine



B3-006

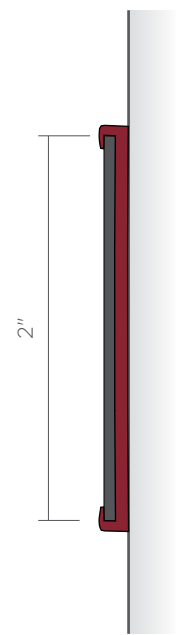
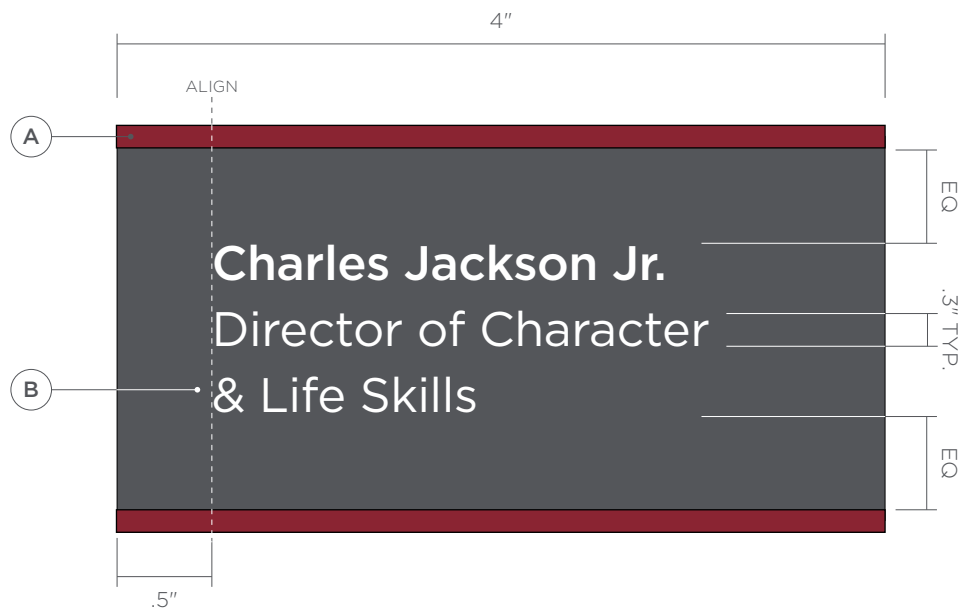
**1** B3 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"

SIGN TYPE: B4 | QTY: 70

- A) Rowmark Classic wall plate holder (410402S) painted (P1)
- B) Acrylic insert painted (P2) with digitally printed copy

Mount via VHB tape

NOTE: Staff names TBD



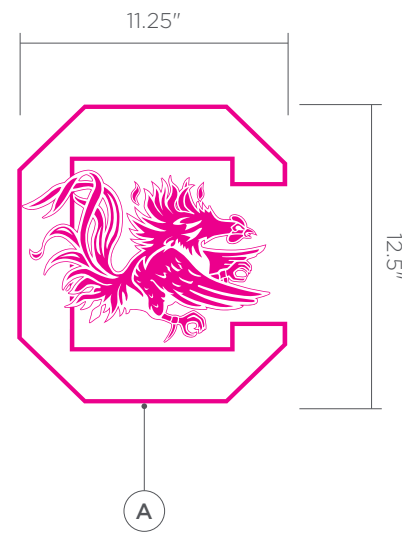
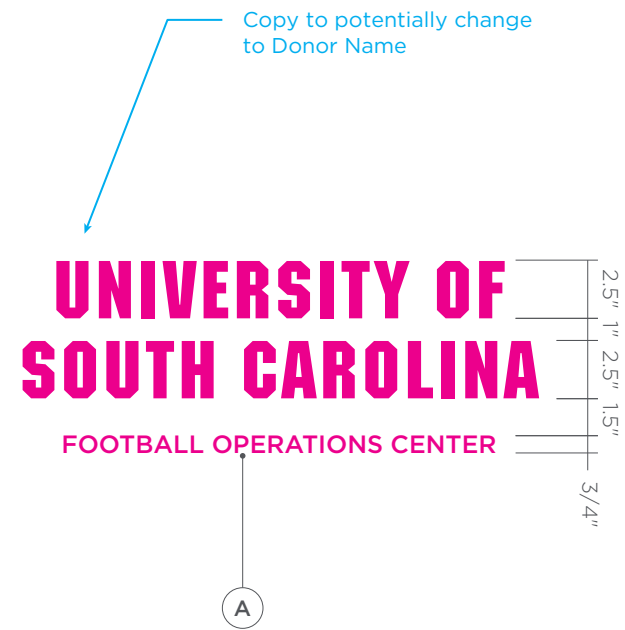
1 B4 - TYP. FRONT & SIDE ELEVATION  
SCALE: FULL

2 B4 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

**SIGN TYPE (B5) TBD**

SIGN TYPE: N3 | QTY: 5

A) Opaque white vinyl (shown in magenta)

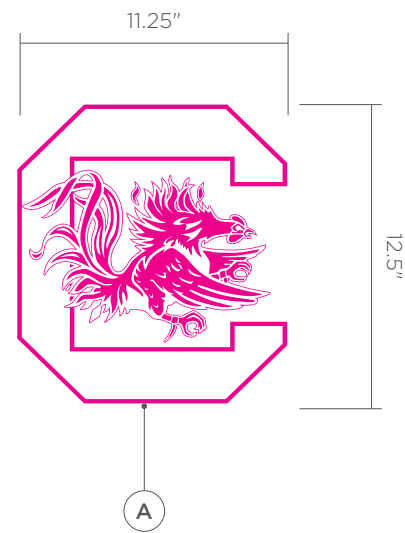
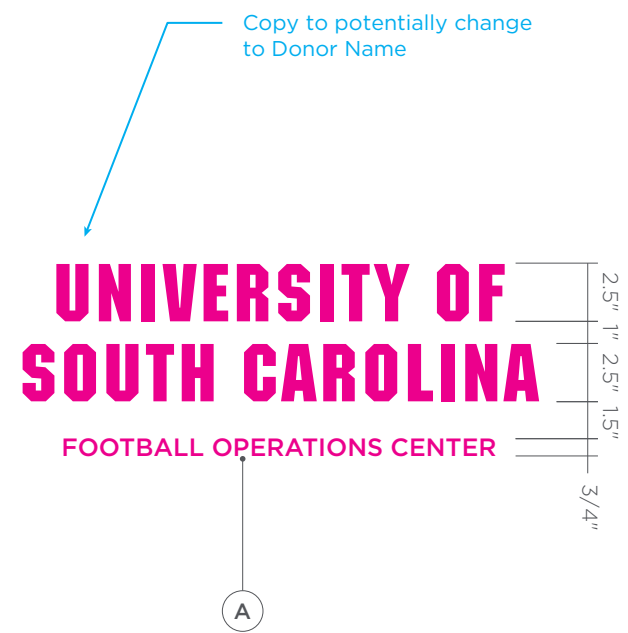


1 N3-001 & N3-002 - DETAIL  
SCALE: 1 1/2" = 1'-0"

2 N3-001 & N3-002 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

SIGN TYPE: N3 | QTY: 5

A) Applied vinyl (V2) (shown in magenta)



1 N3-005 - DETAIL  
SCALE: 1 1/2" = 1'-0"

2 N3-005 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"



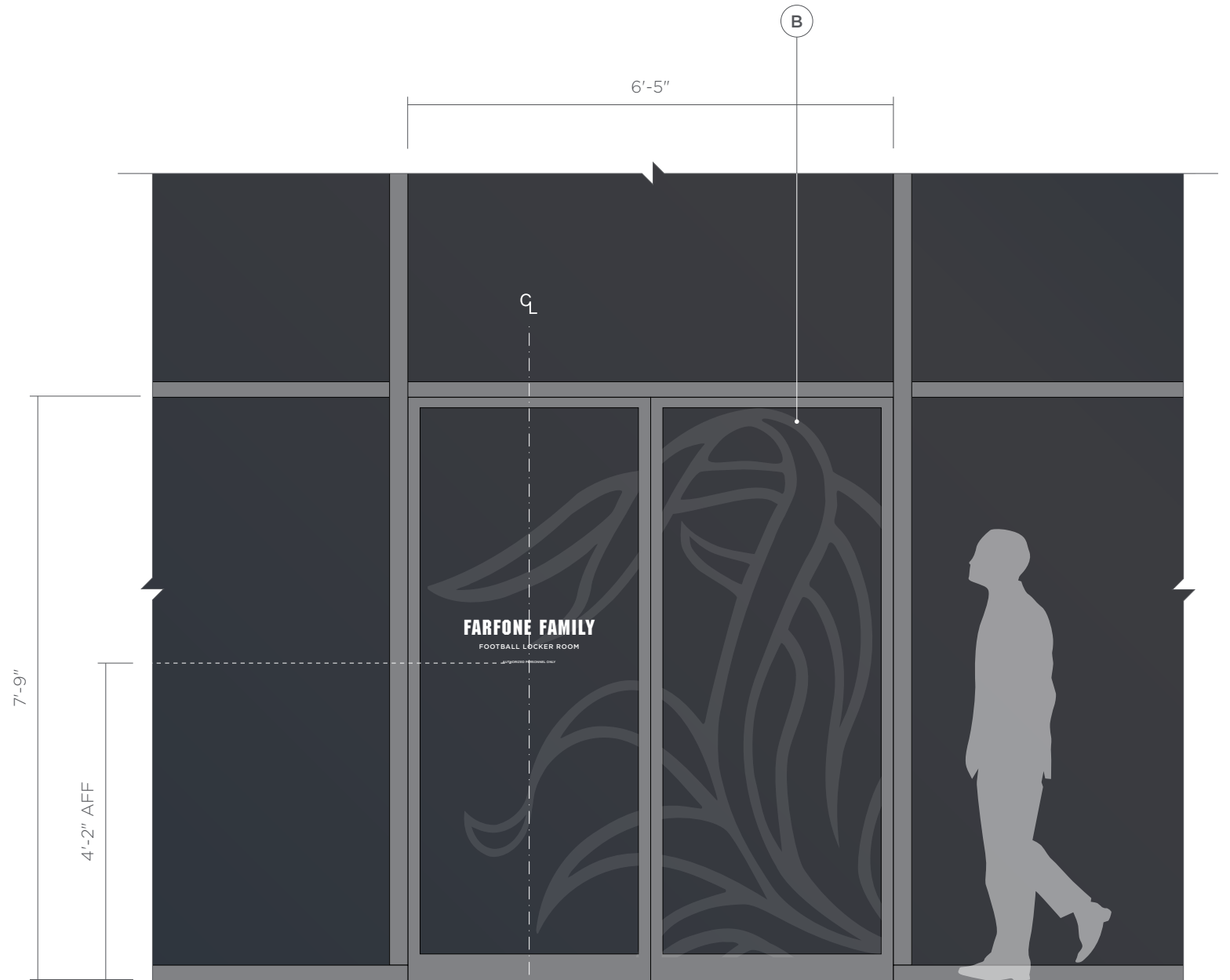
SIGN TYPE: N3 | QTY: 5

A) Applied vinyl (V2) (shown in magenta)

B) Second surface applied translucent vinyl (V3)



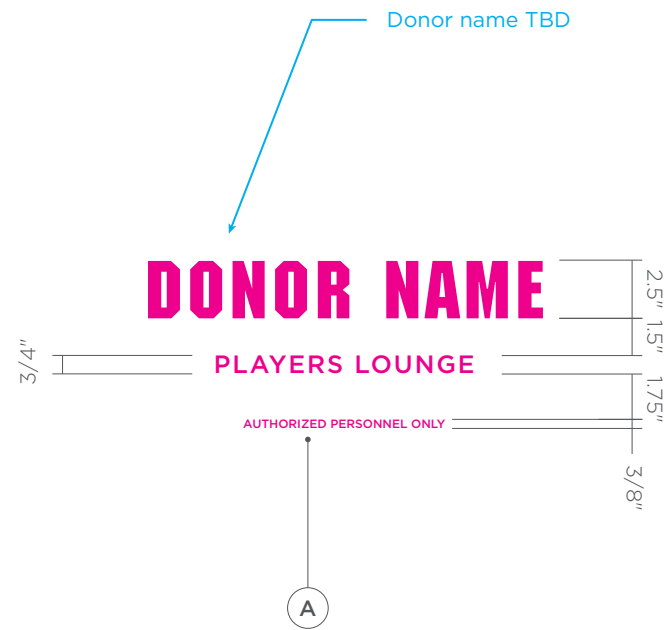
1 N3-004 - DETAIL  
SCALE: 1 1/2" = 1'-0"



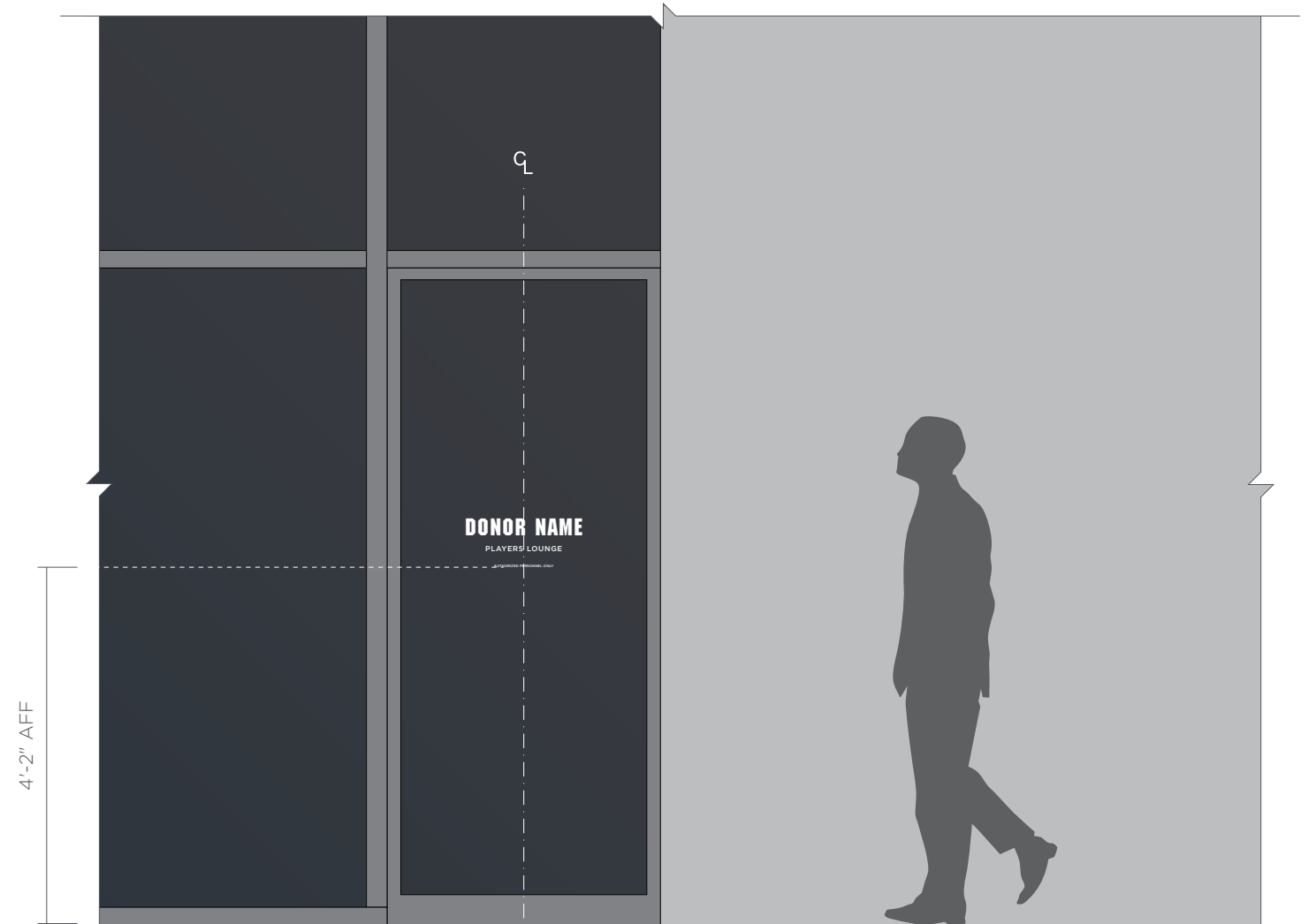
2 N3-004 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

SIGN TYPE: N3 | QTY: 5

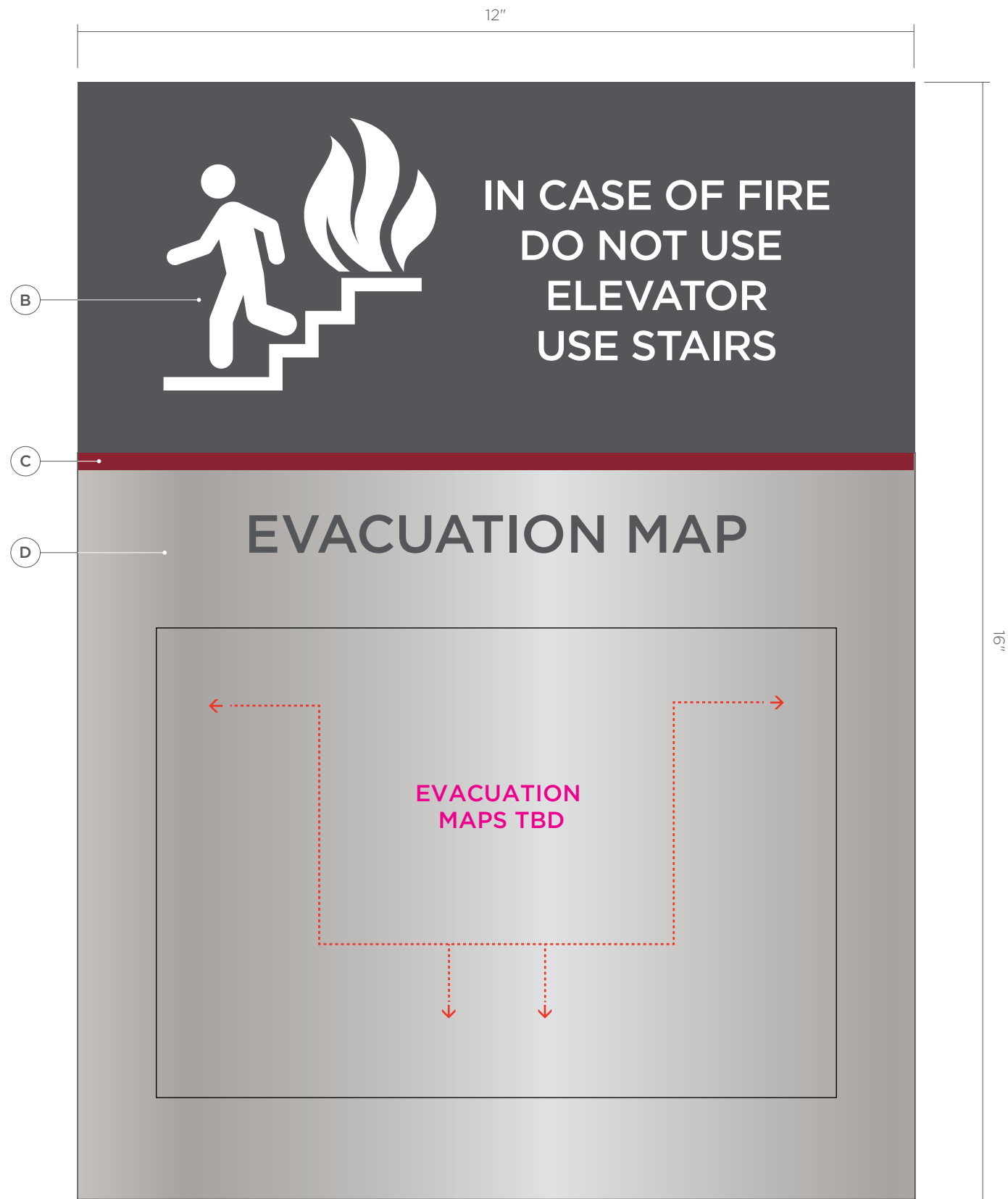
A) Applied vinyl (V2) (shown in magenta)



1 N3-005 - DETAIL  
SCALE: 1 1/2" = 1'-0"



2 N3-004 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"



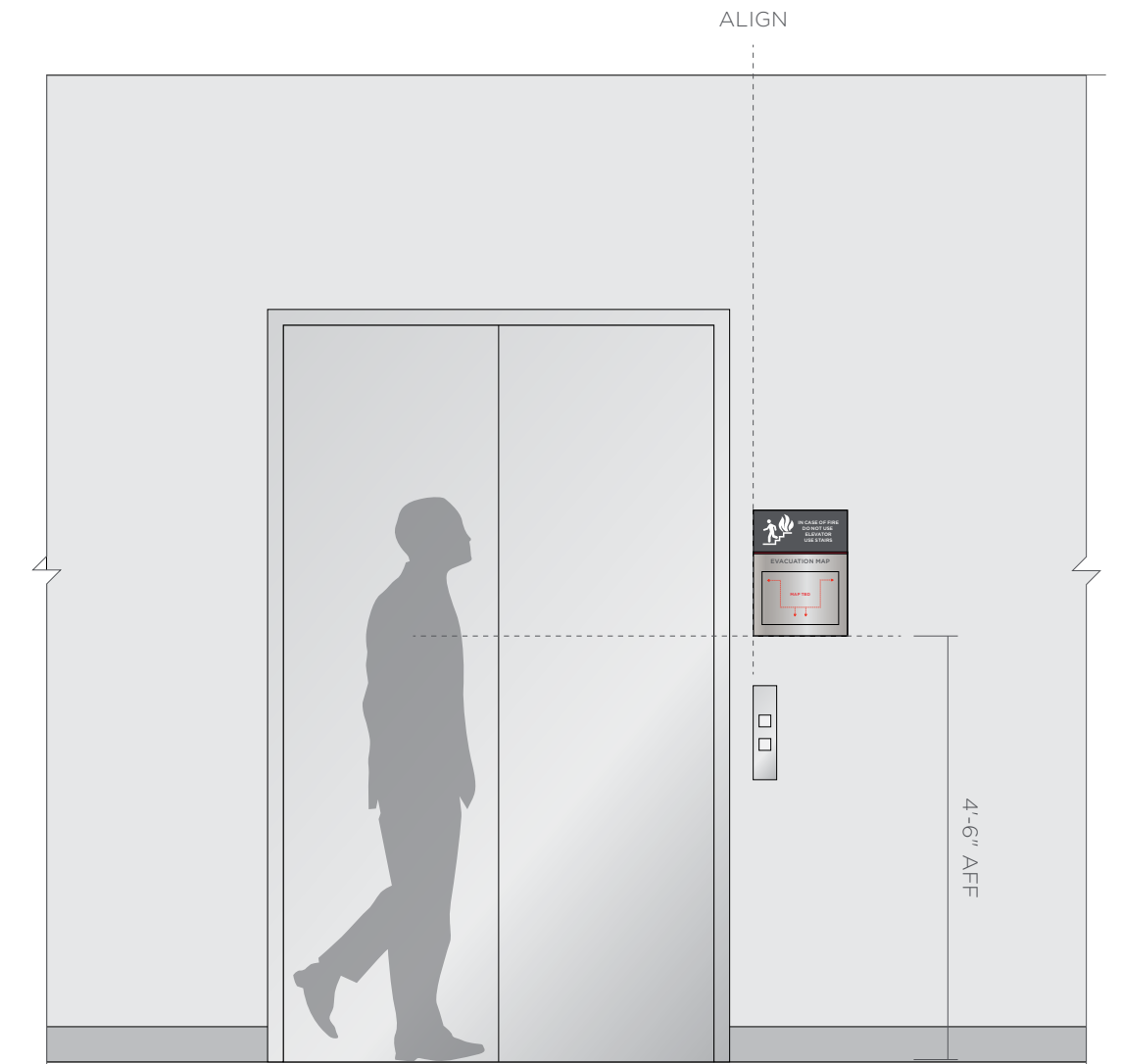
1 R2 & R3 - TYP FRONT & SIDE ELEVATION  
SCALE: 1:2



SIGN TYPE: R2 & R3 | QTY: 4

- A) 1/4" thick acrylic painted (P2)
- B) Applied vinyl copy and pictogram (V2)
- C) Applied vinyl stripe (V6)
- D) Applied vinyl (V5) with digitally printed evacuation map

Sign mounted flush to scheduled wall surfaces via studs and VHB tape



2 R2 & R3 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"

EVACUATION MAPS TBD



R2-001 - R3-001



R2-002 - R3-002



R2-003 - R3-003



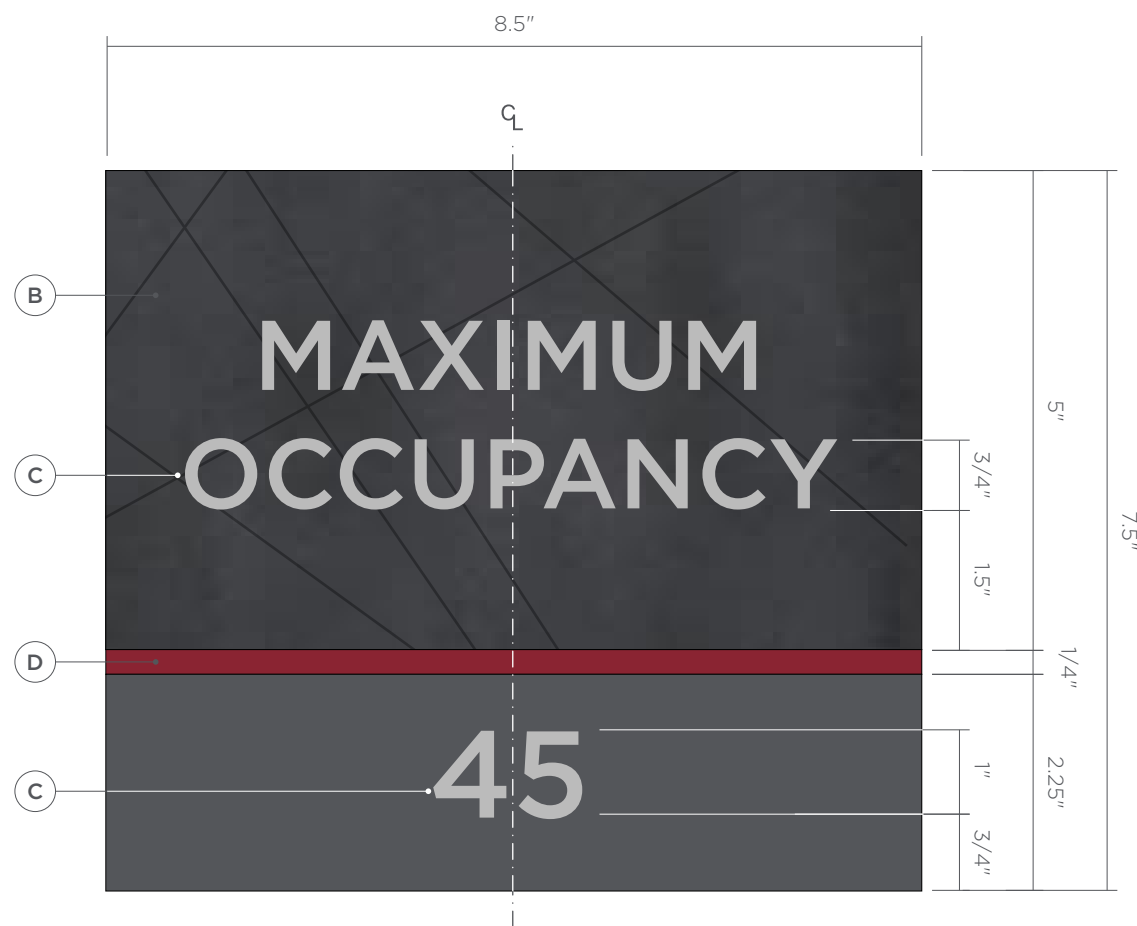
R2-004 - R3-004

1 R2 & R3 - MESSAGE SCHEDULE  
SCALE: 3" = 1'-0"

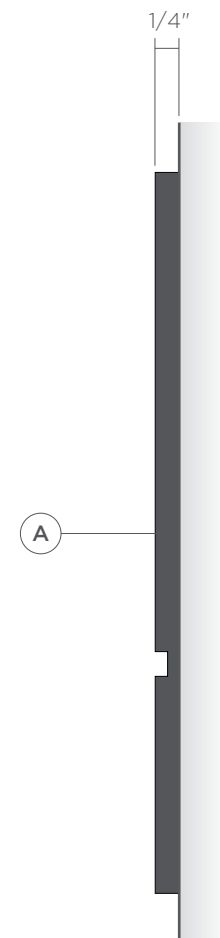
SIGN TYPE: R4 | QTY: 9

- A) 1/4" thick acrylic painted (P2) with routed reveal
- B) Chemetal 354 Alu-Dark Laminate with digitally printed line graphic (PMS Cool Gray 11 C @ 50%) applied to face of acrylic
- C) Applied vinyl (V1)
- D) Routed reveal painted (P1)

Sign mounted flush to scheduled wall surfaces via VHB and silicone



1 R4 - FRONT & SIDE ELEVATION  
SCALE: 1:2



2 R4 - LOCATION DIAGRAM  
SCALE: 1/2" = 1'-0"



Forever to thee, thanks.

Sign Type	Level	Room Number
<b>A1.1</b>		
A1.1-001	LEVEL 01	ST-02
A1.1-002	LEVEL 01	101I
A1.1-003	LEVEL 01	101H
A1.1-004	LEVEL 01	100A
A1.1-005	LEVEL 01	100B
A1.1-006	LEVEL 01	108B
A1.1-008	LEVEL 01	120
A1.1-009	LEVEL 01	119B
A1.1-010	LEVEL 01	134D
A1.1-011	LEVEL 01	134F
A1.1-012	LEVEL 01	134D
A1.1-013	LEVEL 01	130
A1.1-014	LEVEL 01	ST-05
A1.1-015	LEVEL 01	150
A1.1-016	LEVEL 02	ST-02
A1.1-017	LEVEL 02	204C
A1.1-018	LEVEL 02	202
A1.1-019	LEVEL 02	ST-06
A1.1-020	LEVEL 02	209
A1.1-021	LEVEL 02	210
A1.1-022	LEVEL 02	233
A1.1-023	LEVEL 02	ST-04
A1.1-024	LEVEL 02	251
A1.1-025	LEVEL 02	250
A1.1-026	LEVEL 02	245
A1.1-027	LEVEL 02	ST-05
A1.1-028	LEVEL 03	ST-06
A1.1-029	LEVEL 03	ST-05
<b>A1.2</b>		
A1.2-001	LEVEL 01	H103
A1.2-002	LEVEL 01	123
A1.2-003	LEVEL 01	125
A1.2-004	LEVEL 01	126
A1.2-005	LEVEL 02	246
<b>A2</b>		
A2-001	LEVEL 01	101J
A2-002	LEVEL 01	H101
A2-003	LEVEL 01	101G
A2-004	LEVEL 01	101F
A2-005	LEVEL 01	101C
A2-006	LEVEL 01	112
A2-007	LEVEL 01	111
A2-008	LEVEL 01	101
A2-009	LEVEL 01	100C
A2-010	LEVEL 01	102

A2-011	LEVEL 01	103
A2-012	LEVEL 01	104
A2-013	LEVEL 01	100D
A2-014	LEVEL 01	124
A2-015	LEVEL 01	129
A2-016	LEVEL 01	
A2-017	LEVEL 01	134
A2-018	LEVEL 01	134A
A2-019	LEVEL 01	134
A2-020	LEVEL 01	138
A2-021	LEVEL 01	134
A2-022	LEVEL 01	140
A2-023	LEVEL 01	134E
A2-024	LEVEL 01	H106
A2-025	LEVEL 01	121
A2-026	LEVEL 01	122
A2-027	LEVEL 01	119
A2-028	LEVEL 01	119
A2-029	LEVEL 01	118
A2-030	LEVEL 01	118B
A2-031	LEVEL 01	118
A2-032	LEVEL 01	135D
A2-033	LEVEL 01	135
A2-034	LEVEL 01	134
A2-035	LEVEL 01	134
A2-036	LEVEL 01	141D
A2-037	LEVEL 01	141B
A2-038	LEVEL 01	141
A2-039	LEVEL 01	141C
A2-040	LEVEL 01	145
A2-041	LEVEL 01	146
A2-042	LEVEL 01	147
A2-043	LEVEL 01	141
A2-044	LEVEL 01	148
A2-045	LEVEL 01	149
A2-046	LEVEL 01	149
A2-047	LEVEL 01	151
A2-048	LEVEL 01	153
A2-049	LEVEL 01	155
A2-050	LEVEL 01	152
A2-051	LEVEL 01	152
A2-052	LEVEL 01	155
A2-053	LEVEL 02	200
A2-054	LEVEL 02	204
A2-055	LEVEL 02	205



A2-056	LEVEL 02	205B
A2-057	LEVEL 02	201
A2-058	LEVEL 02	212
A2-059	LEVEL 02	211
A2-060	LEVEL 02	213
A2-061	LEVEL 02	214
A2-062	LEVEL 02	H202A
A2-063	LEVEL 02	216
A2-064	LEVEL 02	217
A2-065	LEVEL 02	212
A2-066	LEVEL 02	201C
A2-067	LEVEL 02	201D
A2-068	LEVEL 02	201C
A2-069	LEVEL 02	201
A2-070	LEVEL 02	233B
A2-072	LEVEL 02	235
A2-073	LEVEL 02	240D
A2-074	LEVEL 02	242
A2-075	LEVEL 02	241
A2-077	LEVEL 02	243
A2-078	LEVEL 02	244
A2-079	LEVEL 02	244
A2-080	LEVEL 02	247B
A2-081	LEVEL 02	247B
A2-082	LEVEL 02	249
A2-083	LEVEL 02	246C
A2-084	LEVEL 02	247
A2-085	LEVEL 02	247
A2-086	LEVEL 03	301
A2-087	LEVEL 01	101E
A2-088	LEVEL 01	113
A2-089	LEVEL 01	114
A2-090	LEVEL 01	115
A2-091	LEVEL 01	116
A2-092	LEVEL 01	117
A2-093	LEVEL 01	131
A2-094	LEVEL 02	203
A2-095	LEVEL 01	105
A2-096	LEVEL 01	ST-03
A2-097	LEVEL 01	154
<b>A3</b>		
A3-001 - A3-007	LEVEL 01	
A3-009 - A3-011	LEVEL 02	
A3-012	LEVEL 03	
<b>A4</b>		
A4-001 - A4-009	LEVEL 01	
A4-010	LEVEL 02	

A4-011	LEVEL 01	
<b>A5</b>		
A5-001	LEVEL 01	101D
A5-002	LEVEL 01	105
A5-004	LEVEL 01	107
A5-005	LEVEL 01	108
A5-006	LEVEL 01	109
A5-007	LEVEL 01	110
A5-008	LEVEL 01	128
A5-009	LEVEL 01	132
A5-010	LEVEL 01	133
A5-011	LEVEL 01	142
A5-012	LEVEL 01	143
A5-013	LEVEL 02	204F
A5-014	LEVEL 02	204E
A5-015	LEVEL 02	204D
A5-016	LEVEL 02	204B
<b>A6</b>		
A6-001	LEVEL 01	135C
A6-002	LEVEL 01	135B
A6-003	LEVEL 02	216
A6-004	LEVEL 02	217
A6-005	LEVEL 02	218
A6-006	LEVEL 02	231
A6-007	LEVEL 02	230
A6-008	LEVEL 02	229
A6-009	LEVEL 02	232
A6-010	LEVEL 02	236
A6-011	LEVEL 02	237
A6-012	LEVEL 02	238
A6-013	LEVEL 02	239
A6-014	LEVEL 02	240
A6-015	LEVEL 02	201C
A6-016	LEVEL 02	234
<b>A7</b>		
A7-001	LEVEL 01	144
A7-002	LEVEL 02	206
A7-003	LEVEL 02	207
A7-004	LEVEL 02	208
A7-005	LEVEL 02	211C
A7-006	LEVEL 02	211B

A7-007	LEVEL 02	219
A7-008	LEVEL 02	220
A7-009	LEVEL 02	221
A7-010	LEVEL 02	222
A7-011	LEVEL 02	223
A7-012	LEVEL 02	224
A7-013	LEVEL 02	225
A7-014	LEVEL 02	226
A7-015	LEVEL 02	227
A7-016	LEVEL 02	228
A7-017	LEVEL 02	201B
A7-018	LEVEL 02	240B
A7-019	LEVEL 02	240C
<b>A8</b>		
<b>B1.1</b>		
B1.1-001	LEVEL 02	205
B1.1-002	LEVEL 02	204
B1.1-003	LEVEL 02	203
<b>B1.2</b>		
B1.2-001	LEVEL 02	247
B1.2-002	LEVEL 02	247
B1.2-003	LEVEL 01	132
<b>B1.3</b>		
B1.3-001	LEVEL 01	134
B1.3-002	LEVEL 01	134
B1.3-003	LEVEL 01	100
<b>B2</b>		
B2-001	LEVEL 01	100
B2-002	LEVEL 01	134
B2-003	LEVEL 02	247
<b>B3</b>		
B3-001	LEVEL 01	101E
B3-002	LEVEL 01	114
B3-003	LEVEL 01	115
B3-004	LEVEL 01	116
B3-005	LEVEL 01	117





Room Message	Insert Message (If Applicable)	
STAIR		
MEN		
WOMEN		
RESTROOM		
RESTROOM		
RESTROOM		
RESTROOM		
SHOWER		
MEN		
SHOWER		
MEN		
RESTROOM		
STAIR		
RESTROOM		
EXIT STAIR		
RESTROOM		
RESTROOM		
STAIR		
MEN		
WOMEN		
MEN		
EXIT STAIR		
WOMEN		
MEN		
RESTROOM		
EXIT STAIR		
EXIT STAIR		
EXIT STAIR		
MEN'S LOCKER ROOM		
WOMEN'S STAFF LOCKER		
MEN'S STAFF LOCKER		
FORMER PLAYER LOCKER		
COACHES' LOCKER ROOM		
AV CLOSET		
STORAGE		
MECHANICAL ROOM		
KEISER AIR PUMP		
NUTRITION STORAGE		
PANTRY		
STORAGE		
WEIGHT ROOM		
AV CLOSET		
COSTODIAL		

ELECTRICAL		
DATA		
STORAGE		
LAUNDRY DROP		
NUTRITION STORAGE		
NUTRITION SUITE		
***NO MESSAGE - ROOM # ONLY		
AV CLOSET		
***NO MESSAGE - ROOM # ONLY		
TRUNK STORAGE		
LOCKER ROOM		
FITTING ROOM		
CUSTODIAL		
TRAINING		
CRYOTHERAPY		
I-SOPOD		
HYDROTHERAPY		
HYDROTHERAPY		
DRINK COOLER ROOM		
STORAGE		
DRINK COOLER ROOM		
RECORDING STUDIO		
PLAYER LOUNGE		
LOCKER ROOM		
LOCKER ROOM		
DRYING ROOM		
DRYER ROOM		
LAUNDRY ROOM		
STORAGE		
MAINTENANCE OFFICE		
BREAK ROOM		
MAINTENANCE EQUIPMENT STORAGE		
LAUNDRY ROOM		
EMERGENCY DISTRIBUTION		
ELECTRICAL		
FACP		
ELECTRICAL		
FACP		
IT		
VIDEO STORAGE		
MECHANICAL ROOM		
BUILDING AND CUSTODIAL STORAGE		
BUILDING AND CUSTODIAL STORAGE		
MECHANICAL ROOM		
RECEPTION		
***NO MESSAGE - ROOM # ONLY		
***NO MESSAGE - ROOM # ONLY		

PRINTING / SUPPLIES	
HEAD COACH RECEPTION	
***NO MESSAGE - ROOM # ONLY	
***NO MESSAGE - ROOM # ONLY	
DATA	
ELECTRICAL	
STORAGE	
OFFENSIVE STAFF ROOM	
DEFENSIVE STAFF ROOM	
STAFF CONFERENCE ROOM	
HEAD COACH OFFICE	
HEAD COACH LOCKER	
HEAD COACH OFFICE	
HEAD COACH RECEPTION	
CUSTODIAL	
STORAGE	
SERVER	
DATA	
ELECTRICAL	
CUSTODIAL	
***NO MESSAGE - ROOM # ONLY	
***NO MESSAGE - ROOM # ONLY	
A/V	
A/V	
CATERING	
STEAM ROOM	
***NO MESSAGE - ROOM # ONLY	
***NO MESSAGE - ROOM # ONLY	
STORAGE	
STRENGTH COACH	
CONFERENCE / LIBRARY	
MEDICAL ASSISTANT	
MEDICAL ASSISTANT	
MEDICAL ASSISTANT	
DIRECTOR	
NUTRITION CONSULT	
***NO MESSAGE - ROOM # ONLY	
MENTAL HEALTH	
POOL EQUIPMENT	
FIRE PUMP	
EXIT	
EXIT	
EXIT	
EXIT	
EXIT	



EXIT		
STRENGTH GA OFFICE	STAFF NAME	
MENTAL HEALTH	STAFF NAME	
PHYSICIAN'S OFFICE	STAFF NAME	
EXAM ROOM	(OPEN - IN USE)	
PHARMACY	AUTHORIZED STAFF ONLY	
MEDICAL RECORDS	AUTHORIZED STAFF ONLY	
DONOR NAME		
NUTRITION OFFICE	STAFF NAME	
DONOR NAME		
LIFE SKILLS OFFICER	STAFF NAME	
DONOR NAME		
LIFE SKILLS OFFICER	STAFF NAME	
ASSISTANT EQUIPMENT MANAGER OFFICE	STAFF NAME	
ASSISTANT EQUIPMENT MANAGER OFFICE	STAFF NAME	
ASSISTANT STRENGTH COACH	STAFF NAME	
ASSISTANT STRENGTH COACH	STAFF NAME	
ASSISTANT STRENGTH COACH	STAFF NAME	
ASSISTANT STRENGTH COACH	STAFF NAME	
ARCADE ROOM		
MOVIE ROOM		
DONOR NAME		
OFFENSIVE STAFF ROOM		
DEFENSIVE STAFF ROOM		
GA ANALYST ROOM		
DONOR NAME		
WIDE RECEIVERS MEETING ROOM		
GEORGE ROGERS		
RUNNING BACKS MEETING ROOM		
TIGHT ENDS MEETING ROOM		
OFFENSIVE LINE MEETING ROOM		
INSIDE LINEBACKERS MEETING ROOM		
DEFENSIVE LINE MEETING ROOM		
OUTSIDE LINEBACKERS MEETING ROOM		
SECONDARY MEETING ROOM		
EDITING ROOM		
WILL MUSCHAMP		
HEAD COACH		
QUARTERBACKS MEETING ROOM		
EQUIPMENT MANAGER OFFICE	STAFF NAME	
ON CAMPUS RECRUITING	STAFF NAME	
PLAYER PERSONNEL	STAFF NAME	
HIGH SCHOOL RELATIONS	STAFF NAME	
ASSOCIATE ATHLETIC DIRECTOR NEW MEDIA	STAFF NAME	
DIRECTOR EXTERNAL COMMUNICATIONS	STAFF NAME	

BOB FOWLER		
COORDINATOR OFFICE	STAFF NAME	
DONOR NAME		
ASSISTANT COACH OFFICE	STAFF NAME	
DONOR NAME		
ASSISTANT COACH OFFICE	STAFF NAME	
COORDINATOR OFFICE	STAFF NAME	
ASSISTANT COACH OFFICE	STAFF NAME	
ASSISTANT COACH OFFICE	STAFF NAME	
ASSISTANT COACH OFFICE	STAFF NAME	
ASSISTANT COACH OFFICE	STAFF NAME	
ASSISTANT COACH OFFICE	STAFF NAME	
ASSISTANT COACH OFFICE	STAFF NAME	
DIRECTOR OF FOOTBALL OPERATIONS	STAFF NAME	
DIRECTOR OFFICE	STAFF NAME	
DIRECTOR OFFICE	STAFF NAME	
LISA & MARK		
CAMPBELL		
RECRUITING CENTER		
DONOR NAME		
CARDIO DECK		
DONOR NAME		
RECRUIT WAITING ROOM		
DONOR NAME		
TEAM MEETING ROOM		
DONOR NAME		
TEAM MEETING ROOM		
DONOR NAME		
LIFE SKILLS AREA		
FARFONE FAMILY		
FOOTBALL LOCKER ROOM		
FARFONE FAMILY		
FOOTBALL LOCKER ROOM		
VIC ROOF		
LOBBY		
***SEE BID PACKAGE FOR TEXT LAYOUT		
***SEE BID PACKAGE FOR TEXT LAYOUT		
***SEE BID PACKAGE FOR TEXT LAYOUT		
STAFF NAME		
STAFF NAME		
STAFF NAME		
STAFF NAME		
STAFF NAME		



