

WOOD & WOOD

DESIGN • SIGN SYSTEMS • DISPLAY SYSTEMS • CUSTOM MILLWORK
98 CARROLL ROAD • WAITSFIELD, VERMONT 05673

March 7, 2022

City of Vergennes
Attn: Ron Redmond
manager@vergennes.org

Project: Vergennes Downtown Wayfinding Exterior Signage RFP
Project Duration: March 2022 – April 2025
Bid Proposal #4813

SIGNAGE FABRICATION: per sign schedule and attached PHASE I only concept drawings from Landworks by W&W:

PHASE I					
	SIGN TYPE:	DESCRIPTION:	TOTAL SIGN TYPE QUANTITY	Approx. Fabrication Cost PER:	APPROX. FABRICATION COST TOTAL:
1	ID Parking or Entry	single posted, two-sided size approx. 2'6" x 2'4"	4	5,000	20,000
2	Welcome	double posted, one-sided size approx. 4'6" x 3'	5	5,000	25,000
3	Park Entry + Amenity	double posted, size approx. 4'6" x 3' one-sided and two-sided	8	5,000	40,000
4	Amenity – City Hall	One-sided, wall mount Size approx. 8' x 2'	1	1,750	1,750
Phase I Subtotals:			18		\$86,750
PHASE II					
	SIGN TYPE:	DESCRIPTION:	TOTAL SIGN TYPE QUANTITY	Approx. Fabrication Cost PER:	APPROX. FABRICATION COST TOTAL:
5	Interpretive Pedestal	double posted, one-sided with angled presentation, size approx. 3'6" x 2'	11	2,500	27,500
6	Pedestrian Directional	single posted, two-sided blade signs, size approx. 6" x 24" Blade signs can be from Qty 4 to Qty 12 per post	18	5,500	99,000
7	Vehicular Directional	single posted, one-sided, size approx. 4' x 4'6" some signs might be only 3' tall and others 5' tall depending on amount of copy - TBD	15	4,000	60,000
8	Park Trail Head	single posted, one-sided, size approx. 2' x 3'	8	3,500	28,000
9	Information Kiosk	double posted, two-sided, size approx. 4' x 4'	3	6,500	19,500
Phase II Subtotals:					\$234,000

*pending final designs and assumptions/materials

APPROXIMATE SUBTOTALS:

Approximate Site Visit Cost)	\$1,750
<i>(Includes 3 separate site visits - completed by 1 W&W staff to verify measurement/locations: up 4 hours on-site each trip, 3 round trips to Vergennes)</i>	
Approximate Mock-up Cost	\$1,500 - \$2,500
Approximate Phase I Consulting Design, Working Drawings	\$2,000 - \$3,700
Approximate Phase II Fabrication Cost	\$86,750
Approximate Phase II Consulting Design & Working Drawings Cost	\$3,250 - \$5,000
Approximate Phase II Fabrication Cost	\$234,000
APPROX PHASE I & PHASE II GRAND TOTAL:	\$329,250 - \$333,700

PROJET SCHEDULE / KEY DATES – provided by City:

24-36 months in Grant Phase

- Application Award Decisions: April 25, 2022
- Project Started by April 25, 2024
- Project Completed by April 25, 2025
- Final Report Due: May 25, 2025

- **W&W Schedule/Timing:**
 - **Design:** Upon approval of application, receipt of artwork and official go ahead, we will begin design. Design can take 8 - 12 weeks, pending client mockup/sample approval, design approval and permit approvals.
 - **Fabrication:** Upon final approval of designs, mockup and permits, a final fabrication pricing proposal will be provided for final signage approval based on final designs and agreed assumption. Once we receive approval on fabrication proposal and a fabrication deposit, we can begin production. Current fabrication timing is approximately 12-14 weeks, pending time of approval and final design/fabrication materials.

BID PROPOSAL ASSUMPTIONS AND CONDITIONS:

- Approximate Consulting, Design & Working Drawings Costs for PHASE I only includes:
 - The anticipated design time for all sign types & quantities as noted above. **We have included design time for up to 2 revisions on each drawing category to arrive at final working drawings for fabrication approval based upon concept drawings from Landworks and quantities. Request for additional revisions or design above that is not included and will be billed on an hourly basis. See W&W rate sheet.**
 - The anticipated production design time for full size sample/mockup
 - Assumes client will provide copy for signage and no copy/research is requested of W&W.
 - **Phase II Categories (5, 8, 9):** We have included design time for the structure and sign background, but we have NOT included design time for the content (i.e. copy, graphics, photos, maps, etc.) for these sign faces. We can provide you with a design cost proposal, if you'd like, once we know more about the design intent for each category. This process could be labor intensive and quite expensive, but we have worked with clients who use volunteers to research and rough draft each panel for us to keep cost down.
 - Design time does NOT includes producing an installation site map color coded by sign type. If this service is required, we will design on an hourly basis.

- **Artwork:** We assume client will provide production ready artwork/maps for all panels to W&W. Artwork from the client is preferred in Adobe Illustrator or Adobe Illustrator EPS with fonts changed to outlines for vector cutting. Other formats will significantly increase design time and cost. We do not include time to “clean up” electronic art provided to us by the client, but we can do so if requested or required at our hourly design rate of \$65 per hour.
- Assumes Wood & Wood is not responsible for any acts of vandalism
- **Approximate fabrication prices provided are priced as of March 2022. *We and our vendor partners reserve the right to revise costs should there be unforeseen increases in material costs in 2022-2025.***
- It is understood that prices provided are contingent upon the specifications provided. We reserve the right to review, offer value engineering options and revise costs should there be changes made to the design and fabrication.
- **Sample/Mock-ups:** We highly recommended a mock-up before production of signage. We’ve included approx. cost for the following mock-up:
 - QTY of 1, Digitally printed full size & full color face of kiosk. Size approx. 30” x 60” applied to rigid background
 - Qty of 1, Digitally printed full size & full color portion of directional showing 3-6 blades and portion of post with tip. Size approx. 30” x 50” applied to rigid background
 - Site/Office Visit: Additional Site visits and office visits are not included in the above contract, if requested or required, they will be billed in addition to the in-house design efforts.
- **Site/Office Visit:** We have included 3 site visits as noted in the above pricing. Additional Site visits and office visits are not included in the above contract, if requested or required, they will be billed in addition to the in-house design efforts.
- **Permitting:** It is the responsibility of the client/town/others to provide Wood & Wood with information both from the state and the town regarding sign regulations and permits. Wood & Wood can provide permitting service for an hourly rate of \$65 per hour plus any applicable fees. Permitting is NOT included in our scope or bid but can be added on upon request.
- **Engineering & Liability:** This proposal does NOT include any engineering costs. If engineering is required all costs associated with engineering needs will be incurred by the client on an hourly basis, upon request. NOTE: Blade signs are highly likely to require an engineer. If engineer is coordinated through Wood & Wood, we will provide client with engineer contact info for future use. Wood & Wood cannot be held liable for engineering of any signs.
- **Delivery, Installation & Storage Note:** Delivery and Installation will be completed by others and is NOT included in the scope of Wood & Wood. City/others must pick up all signage when fabrication is complete. Wood & Wood is not responsible for the storage of signage. If drop off is requested/required, additional costs will apply – travel, mileage, loading/unloading time, etc.

Color Matches: There will be charges starting at \$80 for all “dead on” color matches to PMS color requests. If you provide us with colors in a name brand such as Benjamin Moore, Pittsburgh Paints, Sherwin Williams, or Matthews Paint there will not be an additional charge.

Painted PT: Due to the nature of the chemicals in the pressure treated process we cannot guarantee the longevity of the paint finishes, but we rarely have problems with paint on PT.

NOTE: WE RESPECT OUR CLIENTS BUDGET AND MAY BE ABLE TO ADJUST BOTH DESIGN TIME, AND FABRICATION COST TO FIT YOUR NEEDS.

S&H: Shipping and handling are not included and will be added to the final invoice.

Taxes: Wood & Wood is not responsible for local and state taxes. The above price does not include any tax.

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Terms: A 50% deposit is required to begin fabrication on projects over \$500, balance due 30 days from final invoicing. For estimates over \$10,000 our terms become 50% deposit due at signing of contract, 25% payment due midway through production and the remaining balance due within 30 days after final bill. Interest will accrue on the outstanding balance at the rate of one-and-one-half percent (1 ½%) per month. In the event the customer violates the terms of the agreement, Wood & Wood will not be required to expend time and/or perform other services on behalf of the customer, and if Wood & Wood incurs costs to review or institute a collection action, Wood & Wood shall be entitled to recover not only all fees and expenses due, but also interest, the costs of collection and reasonable attorney's fees.

Payment: We accept cash or check.

NOTE: CLIENT MUST PROVIDE A SIGNED BID PROPOSAL BEFORE ADDITIONAL DESIGN WILL BEGIN

Approved: _____

Date: _____

Quote valid for 30 days.

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WOOD & WOOD FEE SCHEDULE 2022

PROFESSIONAL SERVICES

Site Visits (plus mileage and drive time-see below)	\$100 per hour / per visit
Principal Designer -Sparky Potter	\$100 per hour
Graphic Designer	\$65 per hour
Fabrication and Onsite Mural Painting	\$75 per hour
Permit Services	\$65 per hour plus applicable fees.

REIMBURSABLE EXPENSES

Travel Expenses (airlines, rental cars, meals, etc.)	cost
Driving Time – <u>no charge if under 60 miles</u>	\$55 per hour
Mileage / car – <u>no charge if under 60 miles</u>	\$0.58 per mile
Long Distance Phone – International Calls	cost plus 20%

Delivery & Installation

Onsite	\$85 per hour / per visit
Mileage / truck	\$0.90 per mile
Driving Time	\$60 per hour