

# STATE OF OHIO

Department of Administrative Services  
General Services Division  
State Printing & Mail Services

## NO SUBCONTRACTING OF SIGN MANUFACTURING ALLOWED

### INVITATION TO BID FOR: Wildlife Aluminum Outdoor Signs 2013

**BID NUMBER: 4P0018**

**BID NOTICE DATE: June 27, 2013**

**OPENING DATE: July 9, 2013 @ 11:00 am (BIDS CAN ONLY BE SUBMITTED ONLINE, VISIT <http://apps.das.ohio.gov/aqs/viewJobLayout.aspx>, FOR INSTRUCTIONS).**

INSTRUCTIONS, TERMS AND CONDITIONS FOR BIDDING, STANDARD CONTRACT TERMS AND CONDITIONS, SUPPLEMENTAL CONTRACT TERMS AND CONDITIONS AND ADDITIONAL SPECIFICATIONS Revised 10-1-07, are a part of this Invitation to Bid. All prior versions of Instructions to Bidders, Contract Terms and Conditions are null and void.

Any questions or clarifications regarding this Invitation to Bid (ITB) should be directed to State Printing & Mail Services at e-mail: [Lynn.Allen@das.ohio.gov](mailto:Lynn.Allen@das.ohio.gov) or [Joe.Piccione@das.ohio.gov](mailto:Joe.Piccione@das.ohio.gov)

#### SPECIFICATIONS AND PRICING

**1. DESCRIPTION:** The purpose of this Invitation to Bid (ITB) is to obtain a contractor to provide aluminum signs, .030 or .032 or heavier thickness, with colored/reflective sheathing adhered, rounded corners, no sharp edges, six (6) holes drilled in each sign (four corners and top and bottom centered) for use by the Ohio Department of Natural Resources..

**2. QUANTITY:** 10,655 signs. Exact quantity of each sign only (**See Exhibits A - B**). Each sign will have colored/reflective sheathing colors for background with printed (or cut vinyl) colors, letters/artwork .There will be 63 separate signs in 11 different sizes with separate artwork with different quantities for each sign (**See Exhibits A - B**).

**3. LOT PRICE AWARD:** There will be one (1) low lot total award made to the lowest responsive and responsible bidder meeting all bid specifications and requirements listed herein. Any award made pursuant to this Invitation to Bid shall be placed with the lowest responsive and responsible bidder having proper facilities to insure prompt performance of the work. Bidder shall not insert a unit cost more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point shall be dropped by DAS and not used in evaluation and any subsequent award.

**4. SPECIFICATIONS:** Signs are .030 ga. or .032 ga. Aluminum, or heavier is allowed, colored/reflective sheathing colors for background & printed (or cut vinyl) colors for letters/artwork, reflective. Each sign has 6 drilled holes, 3 top, 3 bottom, (four corners and top and bottom centered).

**EXHIBIT A & EXHIBIT B, a listing of quantities, sizes & colors will be provided. Send all requests to Lynn Allen/Joe Piccione by email. [Lynn.Allen@das.ohio.gov](mailto:Lynn.Allen@das.ohio.gov) or [Joe.Piccione@das.ohio.gov](mailto:Joe.Piccione@das.ohio.gov).**

- A. **SIZE:** Eleven (11) different sizes, 2 ¼" x 3 up to and including 14" x 18".
- B. **STOCK:** Aluminum, .030 ga. Or .032 ga. (heavier is allowed) Grade Finders requirement waived for this Bid.
- C. **PRESSWORK:** Colored/reflective sheathing colors permanently adhered to the aluminum material for background, reflective, screen printed, or cut vinyl reflective colors for letters/artwork. One side only.
- D. **INK:** Red, white, yellow, blue or Chartreuse (neon yellow/green) durable fade-resistant ink on reflective sheeting with type/borders in white, red, dark brown or black, permanently adhered to the aluminum. Colored/reflective

sheeting colors for background.

The colors and sizes of each sign will vary per sign. A breakdown of what signs are required, the color of the background sheathing, the size of each sign, and the ink color use for printing the lettering and borders is attached (**See Exhibits A - B**).

**E. FINISHING:** All signs shall have 6 holes drilled, 3 top, 3 bottom, (four corners and top and bottom centered), all the same position. All signs shall have rounded corners, no sharp edges.

**F. SUPPLIED TO VENDOR:** Pdf artwork will be supplied for each sign.

**G. PROOF:** A hard copy proof of each sign shall be delivered to: ODNR Division of Wildlife, Chuck Greenwalt, G-2, 2045 Morse Road, Columbus, Ohio 43229-6693. An aluminum sample with rounded corners (no sharp edges) shall be delivered to Chuck Greenwalt.

**H. PACKAGING:** Each sign set (all of Sign 002 = 1 set) will be bundled/packaged in sets of 25 per and marked CLEARLY on the outside of the package with the SIGN NUMBER and the NAME. Carton packs using 200# test cartons or plastic strapping protected by cardboard sheets & label with "Aluminum Signs, (sign number)", and quantity in bundle.

**5. FINAL DELIVERY REQUESTED:** OCTOBER 10, 2013.

**6. DELIVERY ADDRESS:** DNR WILDLIFE WAREHOUSE,  
1500 DUBLIN ROAD,  
COLUMBUS, OH 43215.

**7. INVOICE:** DAS STATE PRINTING,  
ATTN.: INVOICE PROCESSING,  
4200 SURFACE ROAD,  
COLUMBUS, OHIO 43228-1395

**ALL INVOICES MUST REFERENCE:** JOB NUMBER 4P0018 with delivery receipt.