



**ROCKFORD BOARD OF EDUCATION
INVITATION FOR BID ON SUPPLIES, MATERIALS, EQUIPMENT OR SERVICES
FOR SCHOOL DISTRICT NO. 205
ROCKFORD, ILLINOIS**

IFB No. **17-58 Electronic Message Boards at Five (5) Schools**

DATE: **June 2, 2017**

RE: **ADDENDUM NO. 1**

To All Bidders:

Attached are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

If you plan to hand deliver your IFB submission on the due date, please note you must check in on the 3rd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Purchasing Department by email to Vicki Musa at musav@rps205.com.



ADDENDUM NO. 1

Date: June 1, 2017

Project No.: IFB No. 17-58

Project: **17-58 Electronic Message Boards at Five (5) Schools
Rockford Public Schools 205
Rockford, Illinois**

Subject: Minutes from the Mandatory Pre-Bid Meeting held at Kennedy Middle School

From: Rockford Public Schools
501 7th St.
Rockford, Illinois 61104-1221

To: All Bidders / Project Document Holders

Please reproduce this Addendum as needed and attach to the Bid Documents. Take any changes into consideration in preparing your Bid.

Bidders shall indicate receipt of this and all Addenda in the space provided on the Bid Form. Failure to do so may be sufficient cause to reject the bid.

Sincerely,

Jennifer Deuth Fritts, Rockford Public Schools

This Addendum consists of:
Pre-Bid Conference Opening Statement – 1 page
Pre-Bid Meeting Sign-In Sheet – 1 page
Pre-Bid Meeting Minutes – 3 pages
Revised drawings (11x17 format) – 6 pages

NOTE: Wherein this Addendum conflicts with the original Project Manual and Drawings, this Addendum shall govern.

Introductions:

Luke Butz, Project Manager, Rockford Public Schools

Jennifer Deuth Fritts, Capital Projects Architect, Rockford Public Schools

1. General items:

- A. Electronic Message Boards at five schools:
 - i. Kennedy Middle School – new sign will be in new location, existing sign shall remain
 - ii. West Middle School – new sign will replace existing sign
 - iii. Whitehead Elementary School – new sign will be in new location, there is no existing sign
 - iv. West View Elementary School – new sign will replace existing sign, there is a newer electrical box nearby
 - v. Barbour Two-Way Language Immersion – new sign will replace existing sign
- B. Kennedy and Whitehead both require new underground electrical; as per discussions, additional schools may require underground electrical work as well, see clarifications below and **attached revised drawings**
- C. From Bid Form – review of dates:

Start Submittals after Board Approval	July 12, 2017
Substantial Completion	September 18, 2017
Final Completion	October 2, 2017
- D. RPS has communicated with the Rockford Zoning department on the sign design; the design has been approved for this project
- E. RFI's due June 1, 2017 for addendum to be posted on June 2, 2017
- F. Bidders stated that any artwork should be in vector art file format and paint colors should be called out as manufacturer colors

2. Questions:

- A. Should message center have provisions to be on 24 hours? Yes.
- B. Is existing electrical service adequate? Bidders recommend a separate circuit for each face of the electronic message board and one for the illuminated sign for a total of 3 circuits. Rockford Public Schools (Owner) will verify that service is adequate. If additional underground is required, approximate distances will be noted on the revised drawings. Sign Contractor is responsible for bringing the power up to the building. **See attached revised drawings.**
- C. What type of lighting should be in the illuminated sign portion? LED
- D. What is the purpose of the 5" thick concrete slab beneath the sign? The slab is to facilitate maintenance and protect the sign base. Consider raising it a few inches.
- E. RF antennas will be used; who is responsible for connecting from antenna to building system? Owner will connect with CAT5 cable. Sign Contractor is responsible for mounting antennas, confirm locations with RPS prior to installation.
- F. Is a ground rod required at each sign? Yes.
- G. Confirm Vicki Musa's email in Purchasing: musav@rps205.com

3. Drawing Clarifications:

- A. **Sheet SN1**
 - i. 1. Kennedy / Note 1. Correction: Existing sign shall remain
 - ii. 2. West / Note 2. Change: Provide power
 - iii. 4. West View / Note 1. Clarification: Provide power to existing electrical box approx. 8 feet away
 - iv. 5a. Barbour / Note 2. Change: Provide power
 - v. Raise concrete slab 3" above grade
- B. **Sheet SN2 – Kennedy**
 - i. Kennedy Note 2. ...change "approx. 150 feet" to be "approx. 170 feet"
- C. **Sheet SN3 – West**

- i. Replace Note 2. with the following: Connect to electrical box on building north of door “A”, trench / bore through yard, bore under sidewalk, approximately 200 feet (abandon / cap existing sign power)

D. Sheet SN4 - Whitehead

- i. No changes

E. Sheet SN5 – West View

- i. Note 2. Clarification: Owner will provide (3) 20 amp lines to the existing electrical box; Sign Contractor is responsible for connecting power to existing box, approximately 8 feet from sign

F. Sheet SN6 – Barbour

- i. Replace Note 2. with the following: Connect to electrical box on building south of door “A”, trench / bore through yard, bore under sidewalk, approximately 60 feet (abandon / cap existing sign power)

End of Pre-Bid Meeting Minutes

PRE-BID CONFERENCE OPENING STATEMENT

Welcome to the mandatory pre-bid conference for IFB 17-58 Electronic Message Boards at Five (5) Schools for the Rockford Public Schools.

The purpose of this meeting is to receive input, comments, questions, clarifications and suggested changes relative to this solicitation. As a reminder, the only acceptable changes to the Bid/RFP are formal Addendums published by the RPS Purchasing department. Additionally, the Addendum may address other issues identified by the School District.

The goal of today's meeting is to increase your knowledge of the solicitation as it is written and provide an information mechanism in which you may advise the School District of any changes it should make. Consequently, any changes you wish the Rockford Public Schools to consider must be submitted in writing to the Purchasing department before the deadline as expressed in the solicitation.

We will try to answer as many of the questions as possible. If we cannot answer a question today, we will defer that answer to the published Addendum. Additionally, minutes from this pre-bid conference will be published in the Addendum.

- Bid Opening is scheduled for Wednesday, June 7, 2017 at 2:00 pm Rockford Board of Education, 5th floor Conference Room (Operations). Late bids will not be accepted. Faxed or emailed bids will not be accepted.

Board Approval June 13, 2017

- Bid RFI Procedures - Email Only - All correspondence during the bid process MUST be sent to Vicki Musa via email at musav.@rps205.com. Last RFI will be accepted until Thursday, June 1 at 2:30 pm. Last addendum will be issued by June 2nd at 3:30 pm.
- Addendums will be emailed to all attendees at the pre-bid conference, posted on the RPS website, Demand Star and the 3 printing companies.
- PLEASE reference the **REQUIRED FORMS CHECK LIST** for all documents that **must** be submitted with your bid offer form. All forms must be properly completed, signed and submitted or your bid will be deemed non-responsive. 5% Bid bond for the Base bid to be included.

I will turn it over to the Project Manager for summary of the project.



PRE-BID MEETING SIGN-IN SHEET

IFB 17-58 Electronic Message Boards at Five (5) Schools

	Printed Name	Company Name	Company Address	Telephone	E-mail
1	Luke Butz	RPS 205		815-487-7269	luke.butz@rps205.com
2	Rob Freedman	QT SIGN	SCHAUMBURG IL 1391 WRIGHT BLVD 3914 S MEMORIAL DR RACINE, WI	847-524-7958	QT SIGNUS ROB @GMAIL.COM
3	Bill Pfister	MICHAEL'S SIGNS		262-554-6066	Bill@MICHAELSIGNS.COM
4	Bub Baren	IMAGE SIGNS	7323 N. ALDENE RD. LOVELL, IL 60111	815-282-4141	BUB@IMAGESIGNS.COM
5	Jennifer Dauth Fritts	RPS 205		815-209-8598	jennifer.dauthfritts@ RPS205.COM
6	John Miller	AD DELUXE SIGNS AND Lighting	23856 W ANDREW RD SUITE 103 Plainfield IL	815-556-8469	ADDELUXESIGNS@COMCAST .NET
7	Howard Brody	OMEGA SIGN & LIGHTING	100 W. FAY ST. ADDISON, IL 60101	630-237-4397	HOWARD@ OMEGASIGNCHICAGO.COM
8	Brandon Bender	electro-matic	23660 Industrial Park Drive Farmington Hills, MI 48335	312-237-6573	BHBender@electro-matic .com
9	MIKE WILHELM	SIGNS NOW	700TH ST. ROCKFORD 61104	(815) 316-2431	MIKE@SIGNSNOWROCKFORD. COM

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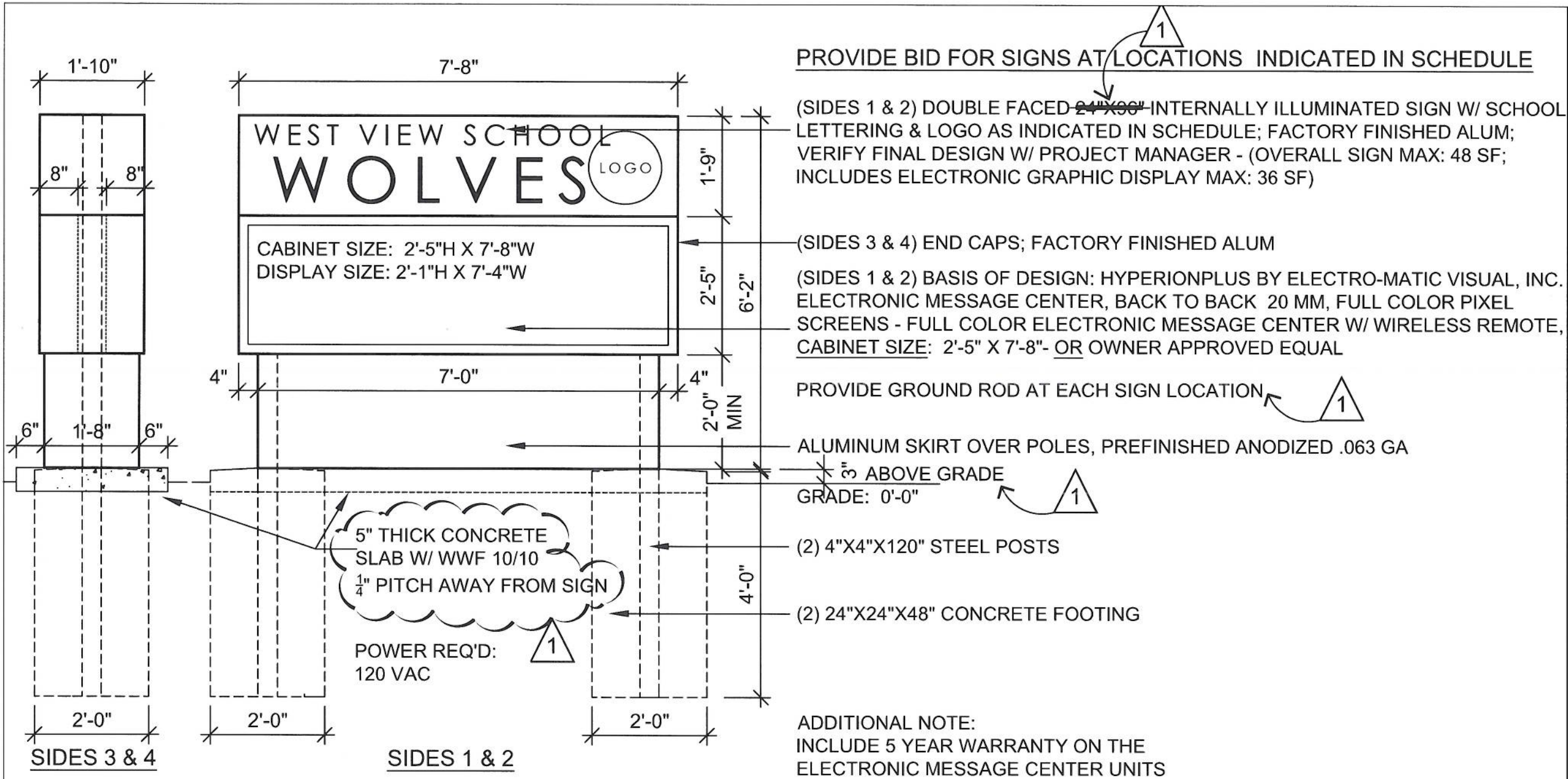
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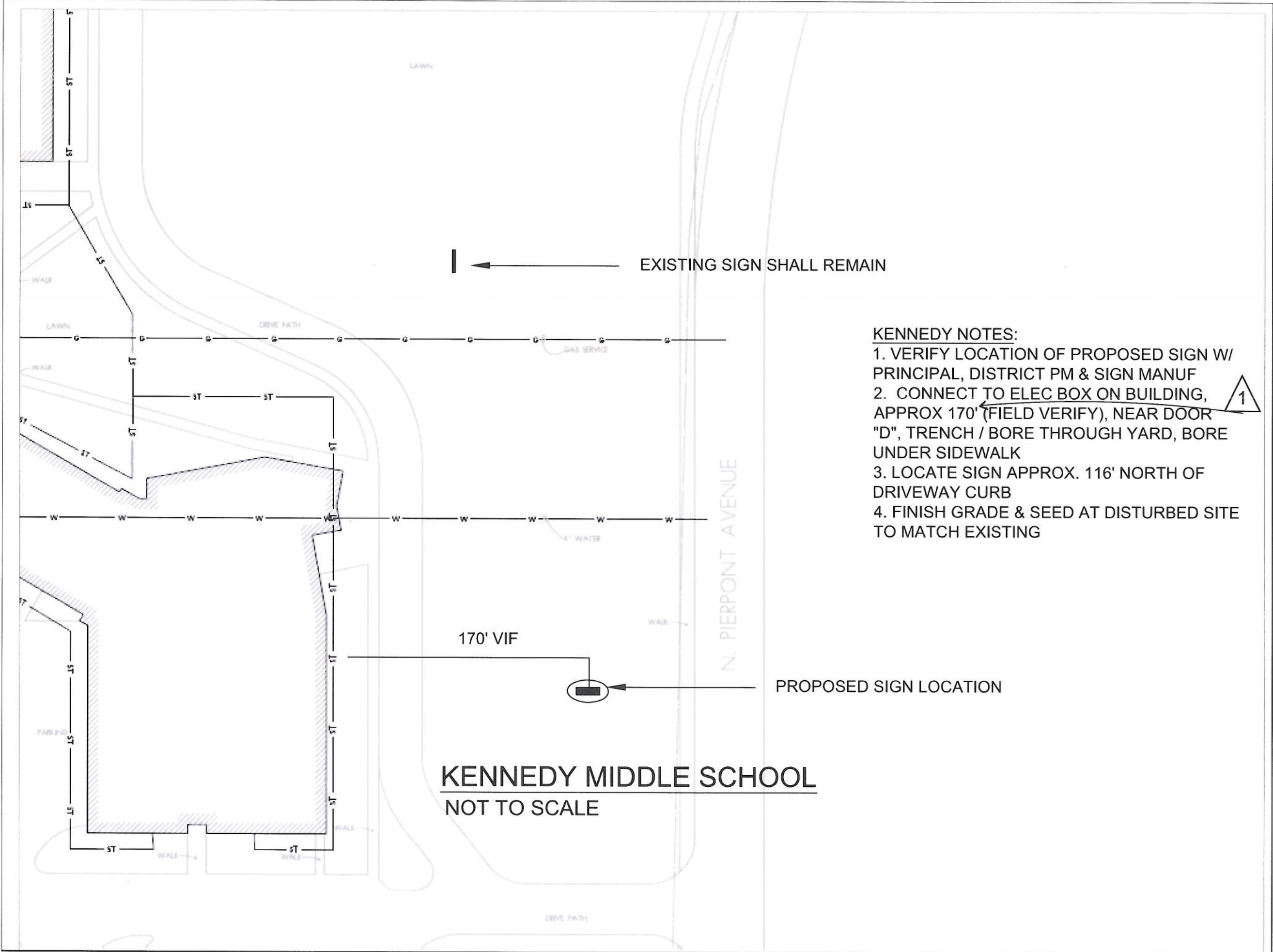
ELECTRONIC MESSAGE BOARDS (SIGNS)

	Electronic Message Boards (Sign)	2 Sided Sign	Lettering for Internally Illuminated Sign	Mascot by Name	Mascot Logo Graphic	School Colors - TBD	Notes
1	Kennedy at 520 N Pierpont Ave	Sides 1&2	KENNEDY MIDDLE SCHOOL (Font to be Archery Black Rounded)	Wildcats	jpeg received from Brad Pemberton	Navy / Red / White	1. Existing sign shall remain 2. Provide power
2	West at 1900 N Rockton Ave	Sides 1&2	WEST MIDDLE SCHOOL	Warriors	received from Tina Schoenherr	Red / Black	1. Remove existing sign 2. Provide power
3	Whitehead at 2325 Ohio Parkway	Sides 1&2	WHITEHEAD SCHOOL	Wildcats	Need digital file from school	Blue / White (per Pam Miner)	1. Provide power
4	West View at 1720 Halsed Rd	Sides 1&2	WEST VIEW SCHOOL	Wolves	Need digital file from school	Burgundy / Gray (per Ronnie Bazan)	1. Provide power to existing elec box approx 8' away 2. Remove existing sign
5a	Barbour at 1506 Clover Ave	Side 1 - S	BARBOUR TWO-WAY LANGUAGE IMMERSION	Lions	rec'd pdfs from James Robinette	Black / White (??)	1. Remove existing sign 2. Provide power
5b		Side 2 - N	ACADEMIA de LENGUAJE BARBOUR	Los Leones	"	"	

PROJECT:	DATE:	PROJECT NUMBER:	SHEET NUMBER:
1734	03.20.17; 06.01.17		SN1
DRAWN BY:			
JDF			


WORLD-CLASS EDUCATION FOR ALL CHILDREN

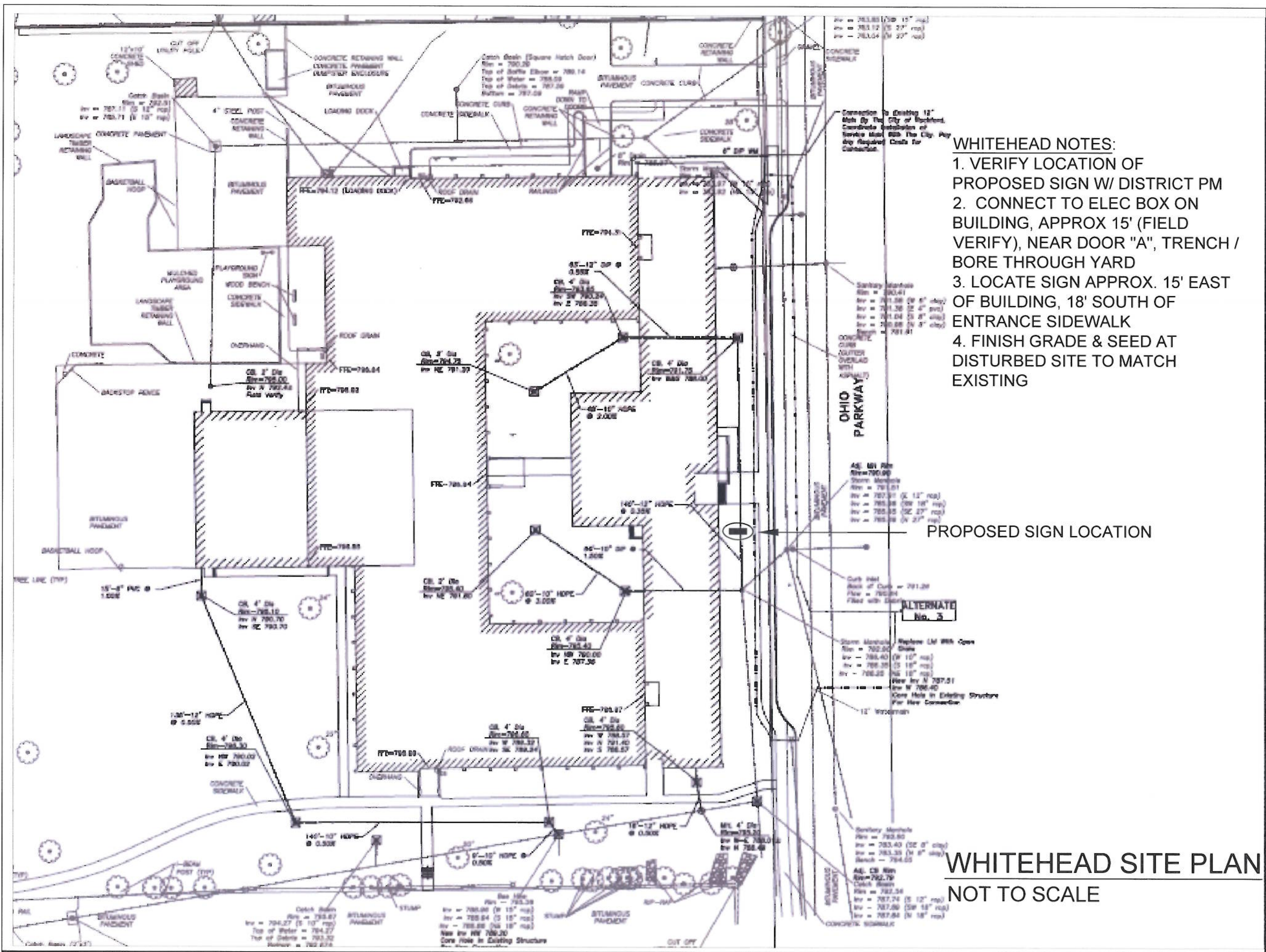
501 7TH STREET ROCKFORD, IL 61104




- KENNEDY NOTES:**
- 1. VERIFY LOCATION OF PROPOSED SIGN W/ PRINCIPAL, DISTRICT PM & SIGN MANUF
 - 2. CONNECT TO ELEC BOX ON BUILDING, APPROX 170' (FIELD VERIFY), NEAR DOOR "D", TRENCH / BORE THROUGH YARD, BORE UNDER SIDEWALK
 - 3. LOCATE SIGN APPROX. 116' NORTH OF DRIVEWAY CURB
 - 4. FINISH GRADE & SEED AT DISTURBED SITE TO MATCH EXISTING

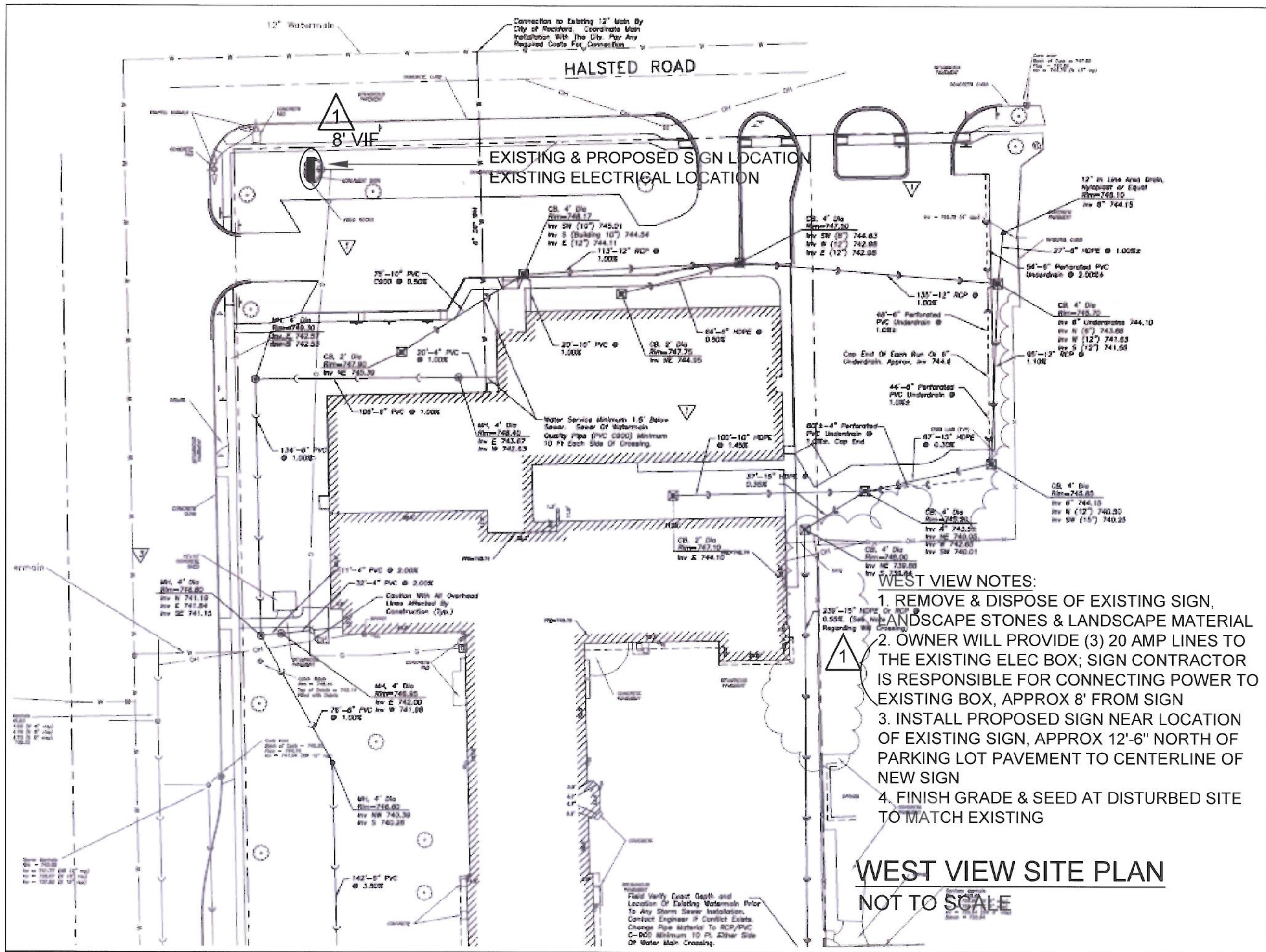
ELECTRONIC MESSAGE BOARDS (SIGNS)

 <p>501 7TH STREET ROCKFORD, IL 61104</p>		PROJECT:	DATE:
		1734	03.20.17; 06.01.17
		DRAWN BY:	PROJECT NUMBER:
		JDF	
		SHEET NUMBER	
		SN2 - Kennedy	




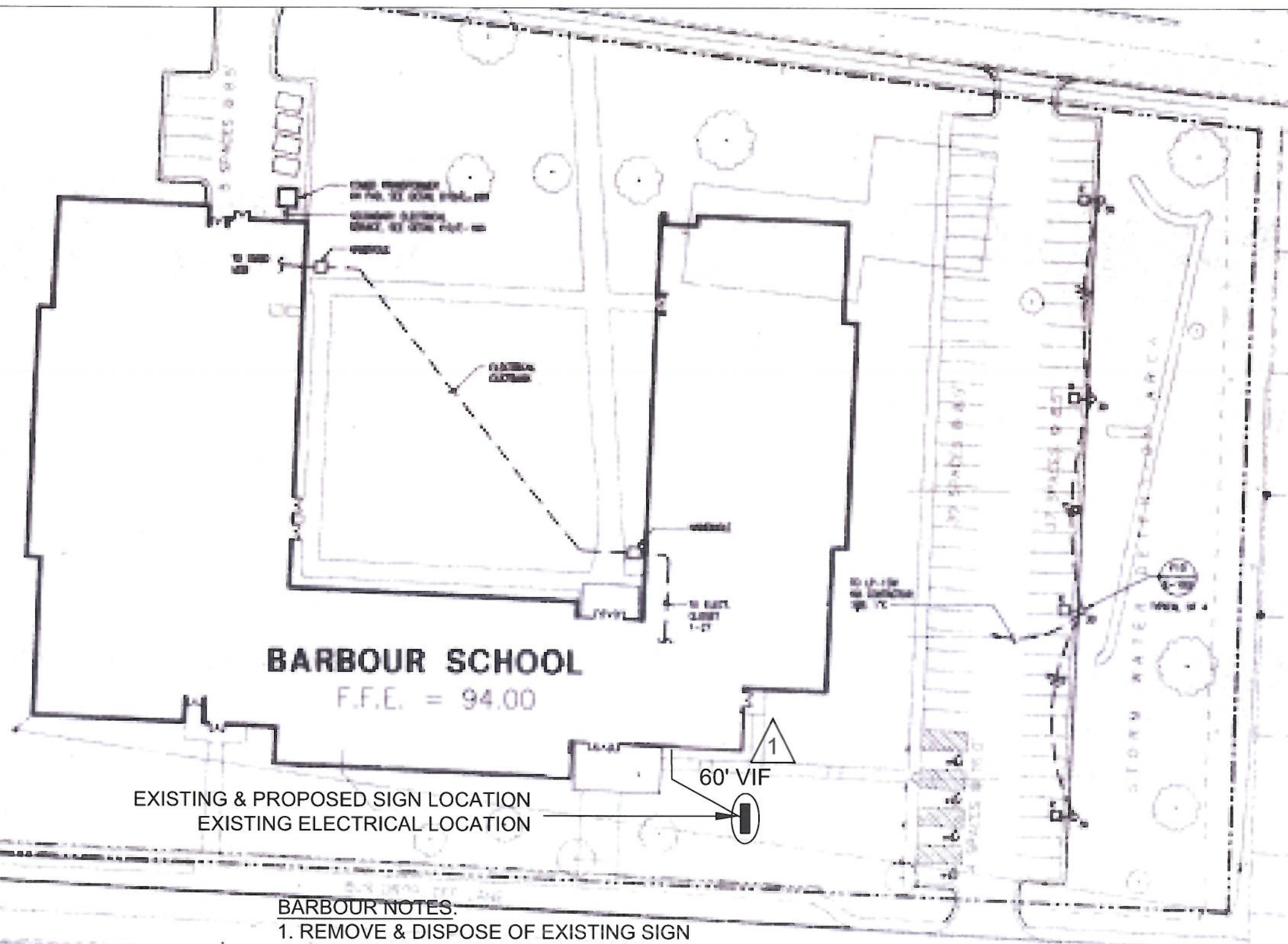
ELECTRONIC MESSAGE BOARDS (SIGNS)

 501 7TH STREET ROCKFORD, IL 61104	PROJECT:	DATE: 03.20.17
	1734	PROJECT NUMBER:
	-	
	DRAWN BY:	SHEET NUMBER
	JDF	
	SN4 - Whitehead	



ELECTRONIC MESSAGE BOARDS (SIGNS)

 WORLD-CLASS EDUCATION FOR ALL CHILDREN	PROJECT:	DATE: 03.20.17; 06.01.17
	1734	PROJECT NUMBER:
	-	
	DRAWN BY:	SHEET NUMBER
	JDF	
	SN5 - West View	



BARBOUR NOTES:

1. REMOVE & DISPOSE OF EXISTING SIGN
2. CONNECT TO ELECTRICAL BOX ON BUILDING SOUTH OF DOOR "A"; TRENCH/BORE THROUGH YARD, BORE UNDER SIDEWALK, APPROX 60' (ABANDON/CAP EXISTING SIGN POWER)
3. INSTALL PROPOSED SIGN IN LOCATION OF EXISTING SIGN
4. FINISH GRADE & SEED AT DISTURBED SITE TO MATCH EXISTING

BARBOUR SITE PLAN
NOT TO SCALE

ELECTRONIC MESSAGE BOARDS (SIGNS)

PROJECT:

1734

DRAWN BY:

JDF

DATE:

03.20.17; 06.01.17

PROJECT NUMBER:

SHEET NUMBER

SN6 - Barbour