



Haywood County Tourism Development Authority Board of Directors Meeting

HCTDA Office: 1110 Soco Road Maggie Valley, NC 28751

Date: June 3, 2020

Time: 9:00AM

I. Call to Order – Chairman Lowe

II. New Business

- a. The HCTDA Finance Committee recommends moving forward with the fabrication and installation of 23 (twenty-three) Wayfinding signs at NCDOT approved locations throughout Haywood County. Municipalities in Haywood County will be responsible for the cost of installation of Wayfinding Signs in their respective areas. This was a budgeted item in the 19/20 HCTDA budget in the amount of \$125,000 of 3% fund balance and will move into the 20/21 budget for the appropriate amount.

After talking with the contractor, the fabrication could begin in July with the intent to have the project completed by October.

- b. Motion: To approve the Wayfinding Sign project for the fabrication and installation of 23 signs at NCDOT approved locations in Haywood County and to award the bid for the Wayfinding project to Signs Etc. in Charlotte, NC in the amount of \$128,271.00 which is the low bid. 3% fund balance would be appropriated in the amount of \$101,137 in the 20/21 HCTDA budget for the fabrication of the signs. Revenue in the amount of \$27,134 would be paid to the HCTDA from the municipalities for the cost of installation which will be done by the contractor.

- c. Discussion

III. Adjournment

IV. 10 Minute Media Communication Schedule

RFB No: 03132020 TDA Wayfinding Signs

Date: April, 17 2020 3:00 pm

5th Floor H/R Conference Room Moved to Finance Due to COVID19

Bid Tabulation

Bid: Wayfinding Signs

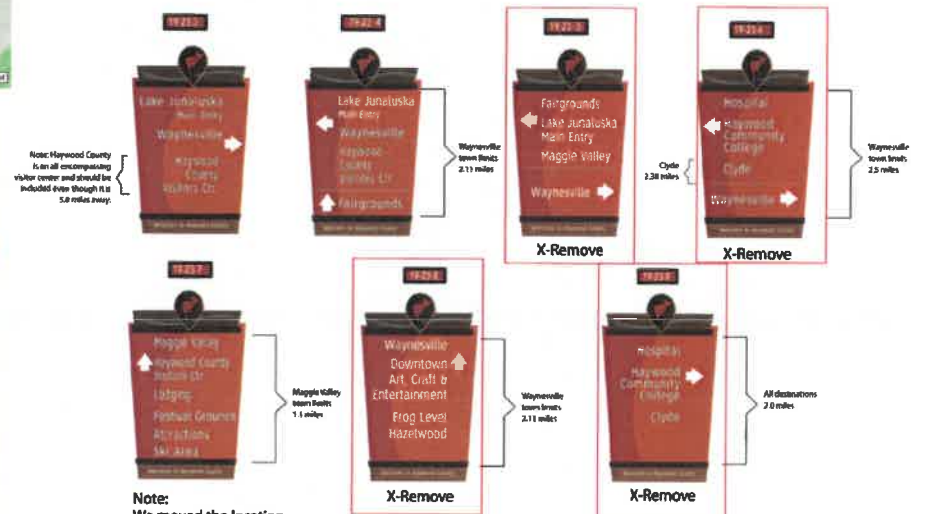
	Amount of Bid	Bid Bond	1 Original Proposal & 1 Copy	Exception Form	Bid Form	Anti-Collusion Affidavit	E-Verify Affidavit	Iran Divestment Act Certification
ACSM	132,341.14	✓	✓	✓	✓	✓	✓	✓
Spencer Moore Brower	128,271.00	✓	✓	✓	✓	✓	✓	✓
United Signs	157,032.50	✓	✓	✓	✓	✓	✓	✓
Rite Lite Signs, Inc.	160,500.00	Bid Deposit	✓	✓	✓	✓	✓	✓
Graphic Housr	257,553.28	✓	✓	✓	✓	✓	✓	✓
Diversified Signs & Graphics	126,525.07	No Bid Bond	✓ Not Signed	✓ Not Signed	✓ Not Signed	✓ Not Signed	✓ Not Signed	✓ Not Signed
L & H Companies	288,389.00	✓	✓	✓	✓	✓	✓	✓
Ardon Visual Communications Corp.	166,890.00	✓	✓	✓	✓	✓	✓	✓
Canam Signs	131,737.00	✓	1 Original /No Copy	✓	✓	✓	✓	✓

[illegible]



HWYS - 74, 19 & 23

This is the county's busiest and most confusing intersection. Nine roads converge and with the added loop exits visitors become disoriented. Our goal here is to simplify the directional choices. Lake Junaluska Main Gate message is the leading message to direct visitors to HWY 19 (Dellwood) this gives the traveler easy access to Lake Junaluska Main Gate, Waynesville (at Russ) and Maggie Valley.



Sign	Description			
19E - 4	Sign is ok			
276S - 1	Sign is ok			
276S - 1B	Sign is ok			
276S - 2	Relocate Sign		Changed Location	
19W- 3B	Sign is ok			
19W - 3	Sign is ok		Removed 11/26/19	
19W - 2	Sign is ok			
19W - 1	Sign is ok		Updated Message 11/26/19	
19-276 - 1	Move from Interchange		Changed Location	
19-276 - 2	Sign is ok			
19-276 - 3	Sign is ok			
74-276 - 1	Sign is ok			
74-276 - 3	Doesn't have photo Description		Updated	
74-276 - 4	Sign is ok			
74-23 - 1	Remove (Within C/A)			
74-23 - 2	Remove (Within C/A)			
74-23 - 3	Remove (Within C/A)			
74-23 - 4	Sign is ok			
31-1	Sign is ok			
31-1B	Sign is ok			
31-2	Sign is ok			
31-3	Private Property?			
31-4	Blocking Stop light			
31-5	Sign is ok			
31-6	Sign is ok			
19-23-3	Sign is ok			
19-23-4	Sign is ok			
19-23-6	Remove (Within C/A)			
19-23-7	Remove (Within C/A)		Changed Location Outside the C/A	
19-23-8	Remove (Within C/A)			
19-23-9	Remove (Within C/A)			

WAYFINDING SIGNAGE DESIGNS HAYWOOD COUNTY, NORTH CAROLINA MAGGIE VALLEY, LAKE JUNALUSKA, WAYNESVILLE, CLYDE & CANTON REVISED PHASE ONE / 23 SIGNS

BIZZELL DESIGN, INC / JANUARY 17, 2019
REVISED APRIL 5, 2019 / REVISED AUGUST 23, 2019
BIZZELL DESIGN.COM / BUZZ.BIZZELL@GMAIL.COM / 704.651.3528



Signs Etc



**Haywood County Tourism
Development Authority**

Wayfinding Signs

RFP – 03132020

April 17, 2020

Haywood County Finance Dept
Attn: Peggy Cope
215 North Main St
Waynesville, NC 28786

Re: RFP 03132020 – Haywood County, NC - Wayfinding Signage Project

Signs Etc is pleased to respond to the Haywood County, NC - Wayfinding Signage Project. We appreciate the opportunity to build a relationship with Haywood County and support its signage needs. Signs Etc clearly & fully understands all facets of this signage program and is committed to conducting the fabrication and installation with the utmost quality and dedication. Based on our previous experience with large scale wayfinding programs, we feel that we are a perfect partner to work on this prestigious project. Since 1980 Signs Etc has provided its clients with industry leading signage solutions including design, fabrication, and installation of traffic control signage. We have grown our business to provide signage to clients throughout the United States. We are proud to continue to provide quality signs, competitively priced signs and excellent customer service resulting in extremely satisfied clients.

Signs Etc feels the following characteristics set us apart from our competition and position us as the best company to successfully continue with this exciting project:

- Excellent Customer Service
- Quick Responsiveness to Project Needs
- Competitive Pricing
- Quality Metal Signage Fabrication
- Professional, Dedicated and Experienced Staff
- Vast Experience in Relevant Signage Fabrication

Signs Etc has completed many Wayfinding and Signage Projects in the past and we are currently in the process of fabricating and implementing solutions. Please feel free to call me if you have any questions.

Sincerely,



Spencer M. Brower
4941 Chastain Ave
Charlotte, NC 28217
spencer@signsetcofcharlotte.com
704-522-8860 – p
704-609-6253 - c





Company Background

Signs Etc is a Woman Owned Business Entity currently certified as a North Carolina M/WBE, DBE, SBE, and HUB entity. We are a State of North Carolina corporation (S Corp), with the full legal name = Waybaytay Holdings Inc, d/b/a Signs Etc. We are located at 4941 Chastain Ave, Charlotte, NC 28217. Sherry and Spencer Brower are the Co-Owners of the company and it's only officers.

Signs Etc, formed in 1980 and headquartered in Charlotte, NC has proudly provided signage solutions for more than 40 years. The company has been locally owned and operated since inception. Signs Etc manufactures and installs a wide variety of quality signage for customers throughout North America within all industries. No project is too large and no project is too small. We specialize in taking difficult scenarios and problem solving to ensure all stakeholders are satisfied!

All signage for the Wayfinding Program will be manufactured in our facilities here in Charlotte, NC. We will utilize our 22,500 square foot facilities to streamline the production process and deliver signage in a timely manner. We are setup with all the necessary equipment to easily meet all fabrication requirements of this project. Post fabrication, we inspect/review all aspects of the sign, ensuring that the assembled sign is ready for delivery and installation.



Company Background

(cont.)

Signs Etc is a takes great pride in having built the company and it's brand into a thriving, financially stable business that has grown and withstood the varying economic climates over the course of 40+ years. Through this time, the company has not only grown it's signage product offerings to keep pace with evolving technologies and client needs, but we have remained consistent to our core values. Dependability, reliability, commitment to providing superior signage, accountability, perseverance, and discipline are critical to our continued success. We always put the client first by listening, understanding, communicating effectively and ultimately delivering signage that exceeds the customer's expectations.

As it pertains to the Haywood County wayfinding, Signs Etc was one of the few signage companies in the early 2000's to realize the importance in the evolution and growth of wayfinding design and signage delivery as it pertains to our industry and our customers. We've expanded our capabilities to meet all facets of designing, project management, fabricating and installing a city wide wayfinding program. Signs Etc didn't just tip toe into the wayfinding signage fabrication and installation process; one of our first clients was the City of Charlotte, NC pedestrian and vehicular wayfinding program. This project spanned 4+ years in a multi-phased approach and ultimately was featured in by national publications specific to wayfinding and environmental design. We also received an award from the NC governor at that time for our part in the program. Bottomline, we understand the importance of this signage program to Haywood County and are fully committed to implementing this program with the highest degree of quality.

Signs Etc

Project Team

Welcome to the Signs Etc lead project members. The team collectively has over 80 years experience in signage project management, design, fabrication and installation. The team leads are excited to lend their respective areas of expertise to your project and make your signage plan a reality.



Spencer Brower
Project Mgr



Brian Goss
Graphics /
Art Dept Mgr



Scott Helms
Master Welder
Metal Shop Mgr



Ryan Klotz
CNC Engineer



Caleb Baxter
Paint Dept Mgr



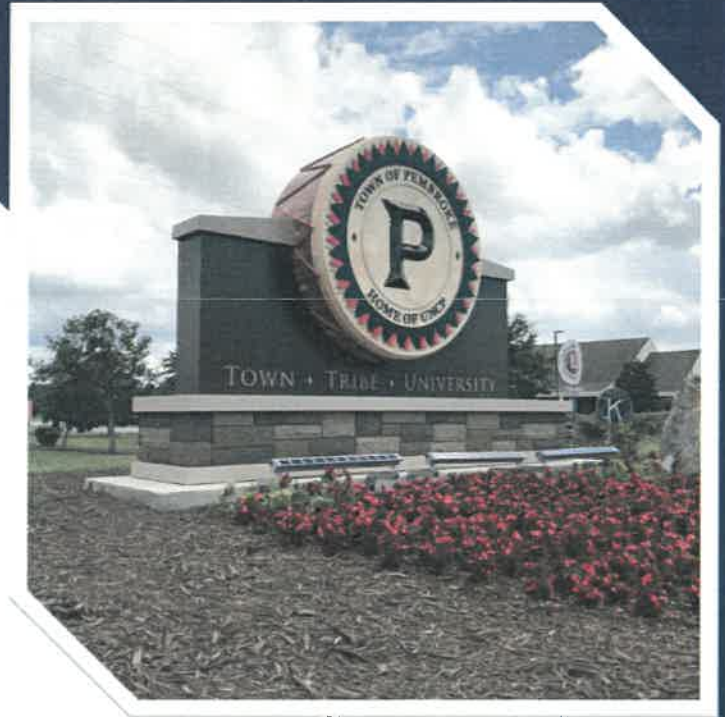
Dana Linebarger
DOT Specialist



Chris Brower
Installation Mgr

Proven Results

Signs Etc has successfully completed many comparable projects making our firm a great partner for Haywood County. See attached marketing sheets for selected projects below. Additional reference sheets & detailed completion photos available upon request.



- Town of Cary, NC – Parks and Greenway Identification and Wayfinding Signage Program – Paul Kuhn, (919)469-4360. Signs Etc has been the fabricator and installers since project inception in 2008.
- City of Charlotte, NC – Pedestrian & Vehicular Wayfinding Project – Andy Babson, 704-336-4333. Phases 1 – 3, Large Scale Wayfinding, Parking Signs
- Blue Ridge Heritage Trail – Interpretive Signage – Julie Davis, 828-452-6629. Installation Services for 70 Locations Throughout Western NC
- City of Brevard, NC - Wayfinding Project – Daniel Cobb, 828-885-5630. Large Scale Vehicular and Pedestrian Wayfinding Signage
- City of Newport News, VA – Wayfinding Project - Bryan Stilley, 757-926-8699. Large Scale Wayfinding Program of Multiple Wayfinding Sign Types
- City of New Bern, NC – Wayfinding Program — Matt Montagne, 252-639-7524. Multiple Wayfinding Sign Types
- City of Kannapolis, NC - Wayfinding Project – Annette Privette Keller, 704-920-4311. Large Scale Vehicular and Pedestrian Wayfinding Signage
- Bizzell Design, Inc – Buzz Bizzell, 704-651-3528. www.bizzelldesign.com. We have partnered with Mr. Bizzell on a number of wayfinding programs.
- Yadkin Valley, NC – Regional Wayfinding – Kim Bates, 336-401-8350. Multiple phases for broad geographic reach wayfinding signage program

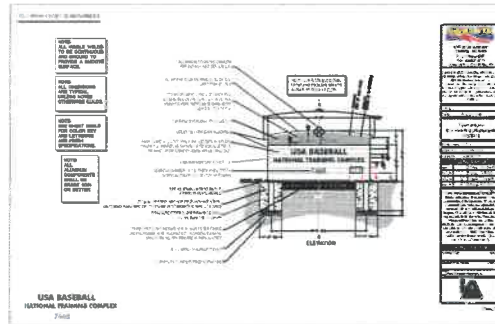
Proven Results (cont.)



- Town of Holly Springs, NC – Wayfinding Program – Melissa Sigmund, 919-557-3905. Citywide Vehicular Wayfinding Sign Program.
- Town of Harrisburg - Wayfinding Project – Phase 1 – Tom Polito, 704-455-0727. Large Scale Vehicular Wayfinding Signage Utilizing Holophane Posts and Bases
- Town of Waxhaw, NC – Pedestrian Wayfinding Project – Phases 1 through 3. Curt White, 704-843-2195. Vehicular and Pedestrian Wayfinding Signage
- City of Greenville, NC – Wayfinding Project – Phase 1 – Carl Rees, 252-329-4510. Large Scale Vehicular and Pedestrian Wayfinding Signage
- City of Belmont, NC - Wayfinding Program – Phase 1 - 3 – Shelley DeHart, 704 742-6050. Gateway Signage, Vehicular and Pedestrian Wayfinding Signage

Wayfinding Projects Currently in Production

- City of Sumter, SC - Wayfinding Program – Staci Johnston, 803-305-9942. Gateway Signage, Vehicular and Pedestrian Wayfinding Signage
- City of Conway, SC - Wayfinding Program – Mary Catherine Hyman, 843-488-9888. Vehicular and Pedestrian Wayfinding Signage



Project:
Identification and way-finding
for town parks and
greenways. Active project

Signs Etc's Role:

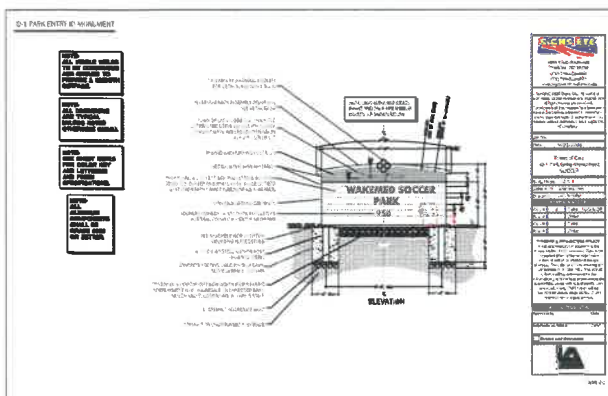
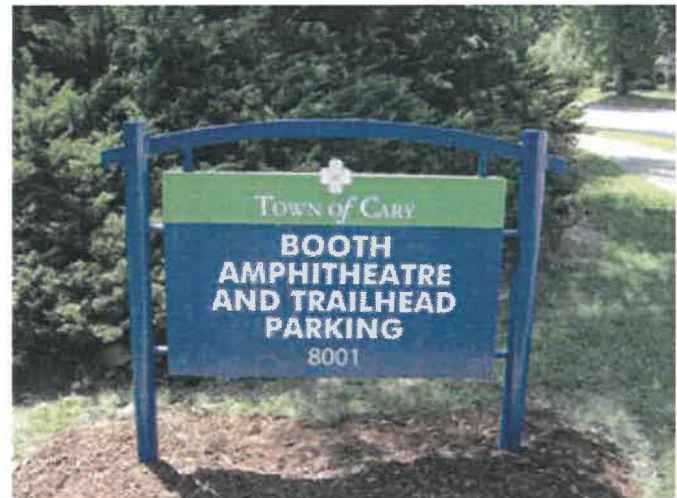
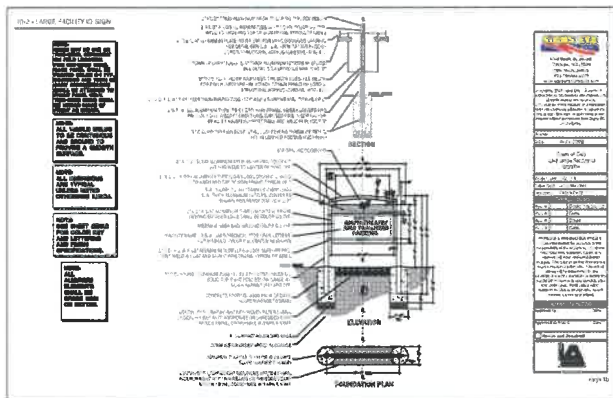
- Planning
- Design
- Fabrication,
- Installation
- Project Management

Project Budget:

\$ 335,000

Reference Contact:

Paul Kuhn
Facilities Design and
Construction Manager
919-469-4360
Paul.Kuhn@townofcary.org





Project:

Pedestrian way-finding
signage program.
Charlotte, NC

Signs Etc's Role:

- Planning
- Design Development
- Fabrication
- Installation
- Project Management

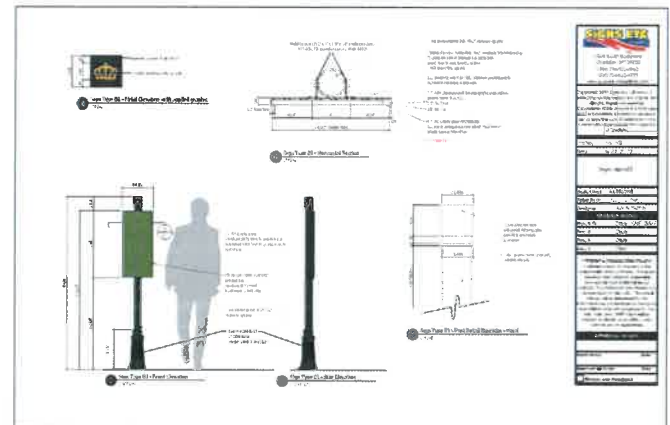
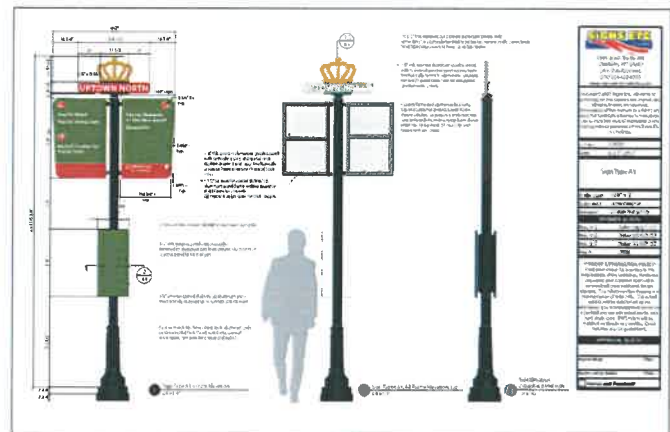
Project Budget:

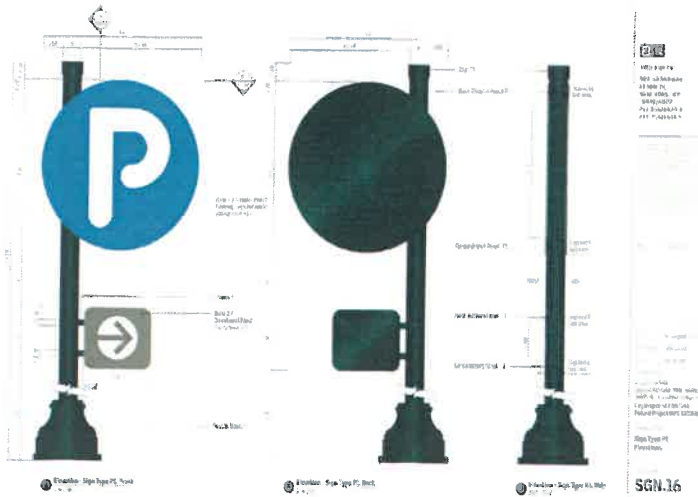
\$ 435,000

Reference Contacts:

Andy Babson
City of Charlotte
704-336-4333
ababson@ci.charlotte.nc.us

Vivian Coleman
City of Charlotte
704-336-4275
vcoleman@ci.charlotte.nc.us





Project:
Uptown Vehicular way-finding signage system.
Charlotte, NC

Signs Etc's Role:

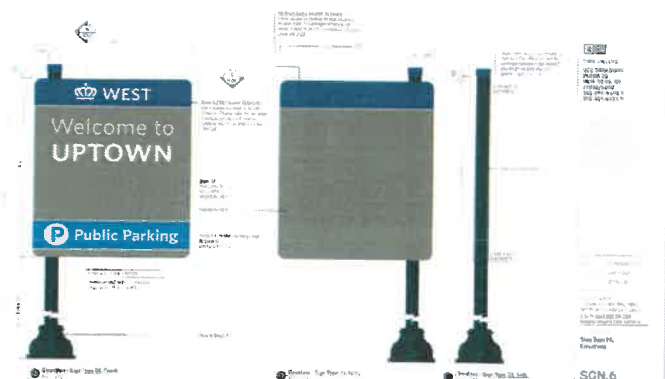
- Planning
- Design Development
- Fabrication
- Installation
- Project Management

Project Budget:
\$ 603,500

Reference Contacts:

Andy Babson
City of Charlotte
704-336-4333
ababson@ci.charlotte.nc.us

- **Awarded Project – December 2009; Scheduled completion – Nov 2011**
- **Scope of Work:**
 - **Fabrication, Project Management, Sign Installation (including concrete pads, full footer sub contracted, ULOCO)**
 - **37 New large directional units color coded for wards**
 - **11 Total New EMS digital display/parking information directional signs with boring, conduit and RF transmitters utilizing Daktronics technology**
 - **10 Total New parking “lollipop” style directional signs utilizing Daktronics technology**
 - **Varying footer foundations for all new signs (spread, caisson or epoxy) depending on underground field conditions after ULOCO**





Project:

Blue Ridge Parkway

Signs Etc's Role:

- Planning
- Project Management
- Installation

Project Budget:

\$85,000

Reference Contacts:

Julie Davis
Haywood County
Finance Director
828-452-6629
Julie.Davis@HaywoodCounty.NC.gov

- **Awarded Project – October 2015**
- **Completed – December 2015**
- **Scope of Work: Project Management, Sign Installation (including concrete pads, full footer contracted, ULOCO)**
- **70 Double Post Heritage Signage - Installation of Interpretive Signs Along Blue Ridge Heritage Trail Located at Historic, Natural, and Scenic Attractions Throughout the State**
- **Installation Territory - Interstate 40 West by Tennessee Border and Along Interstate 26, Interstate 85, and Interstate 77 Along the Virginia Border**
- **Heavy NCDOT Participation and Coordination**
- **Varying Footer Foundations for All New Signs (Spread, Caisson, or Epoxy) Depending on Underground Field Conditions After ULOCO**





Project:
**City Wayfinding
Signage Program**

Signs Etc's Role:

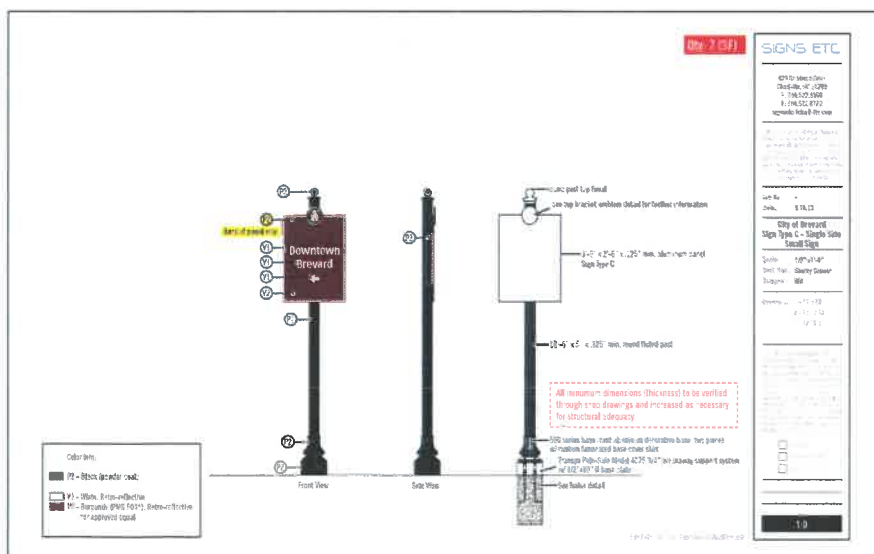
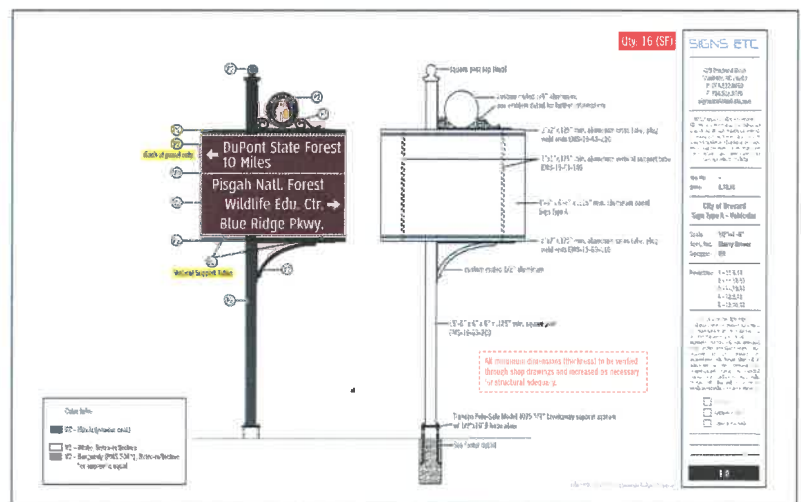
- Planning
- Design Development
- Fabrication
- Installation
- Project Management

Project Budget(s):
\$260,000

Reference Contacts:

Daniel Cobb
City of Brevard, NC
Planner & Assistant Zoning Administrator
828-895-5630
daniel.cobb@cityofbrevard.com

- Awarded Project — October 2013
- Completed — March 2014
- Scope of Work: Fabrication, Project Management, Sign Installation (including concrete pads, full footer contracted, ULOCO)
- 45 Vehicular and Pedestrian Wayfinding Signs
- Heavy NCDOT Participation and Coordination
- Varying footer foundations for all new signs (spread, caisson or epoxy) depending on underground field conditions after ULOCO





Project:

**City Wayfinding
Signage Program**

Signs Etc's Role:

- Planning
- Design Development
- Fabrication
- Installation
- Project Management

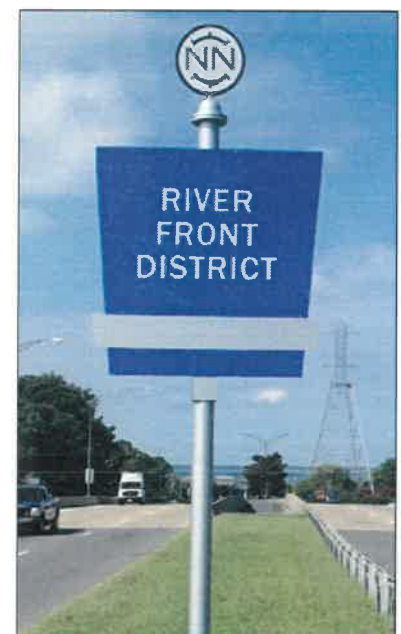
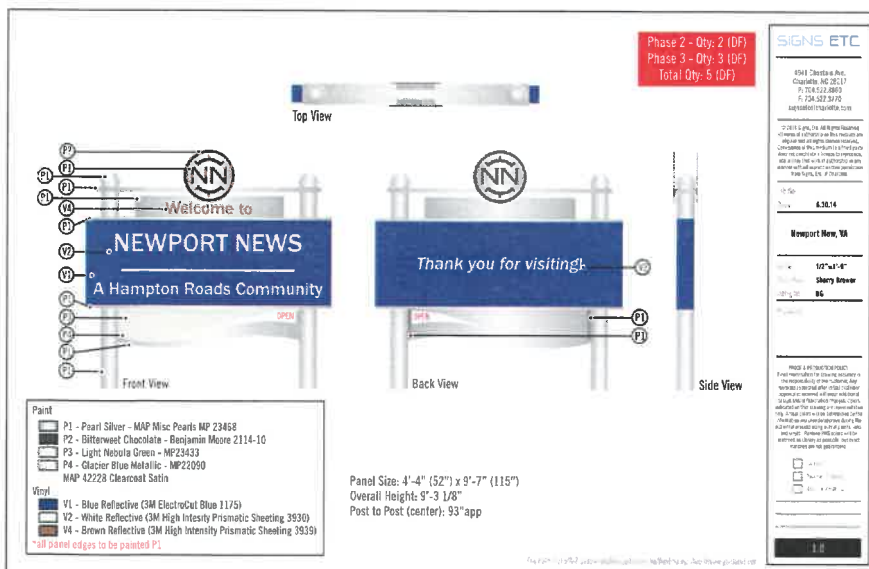
Project Budget:

\$540,000

Reference Contacts:

Bryan Stilley
Department of Engineering
City of Newport News
2400 Washington Avenue 8th Floor
Newport News, Virginia 23607
Phone 757.926.8699

- **Completed – November 2015**
- **Scope of Work: Fabrication, Project Management, Sign Installation (including concrete pads, full footer contracted, ULOCO)**
- **168 Gateway and Vehicular Wayfinding Signs**
- **Heavy VDOT Participation and Coordination**
- **Varying footer foundations for all new signs (spread, caisson, or epoxy) depending on underground field conditions after ULOCO**





Project:

City Wayfinding
Signage Program

Signs Etc's Role:

- Planning
- Design Development
- Fabrication
- Installation
- Project Management

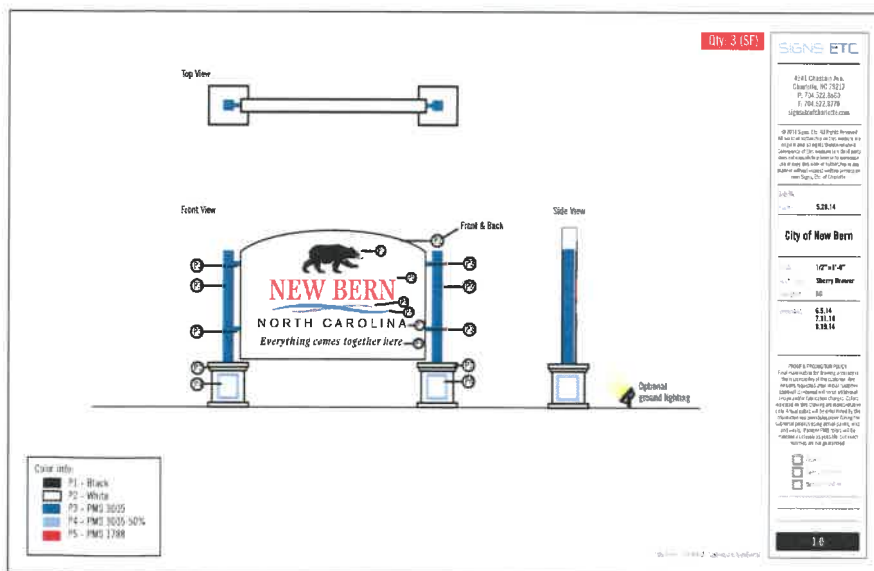
Project Budget:

\$175,000

Reference Contacts:

Matthew L. Montanye
City of New Bern - Public Works Dept.
300 Pollock Street
New Bern, NC 28563
252.639.7524

- Awarded Project – April 2014
- Completed – December 2014
- Scope of Work: Fabrication, Project Management, Sign Installation (including concrete pads, full footer contracted, ULOCO)
- 80+ Gateway, Vehicular, and Pedestrian Wayfinding Signs
- Heavy NCDOT Participation and Coordination
- Varying footer foundations for all new signs (spread, caisson, or epoxy) depending on underground field conditions after ULOCO





Project:

Wayfinding Signage Program

Signs Etc's Role:

- Site Planning
- Utilities Location
- Fabrication
- Installation
- Project Management

Project Budget:

\$180,000

Reference Contacts:

Annette Privette Keller
City of Kannapolis
Director of Communications
704-920-4311 (o) / 980-406-2790 (c)
aprivettekeller@kannapolisnc.gov

HL (Buzz) Bizzell, SEGD, IDSA
Bizzell Design, Inc.
www.bizzelldesign.com
704-651-3528
buzz.bizzell@gmail.com

- **Awarded Project – March 2017**
- **Completed – May 2017**
- **Scope of Work: Fabrication, Project Management, Sign Installation (including full footer contracted, ULOCO)**
- **19 Large Scale Vehicular Wayfinding Signs, 14 Medium Scale Vehicular Wayfinding Signs, 3 Custom Parking Signs, 11 Walking Trail Signs**





Project:

Regional Wayfinding and Signage System

Signs Etc's Role:

- Project Management
- Site Planning
- Utilities Location
- Fabrication
- Installation
- Create for NCDOT Straight-Line Diagrams
- Create MOT Plans for NCDOT for Install Locations

Project Budget:

\$100,000

Reference Contacts:

Kim Bates
Planning Director
Surry County, NC
336-401-8350
batesk@co.surry.nc.us

Daniel Adams, PE
Division Traffic Engineer, Division 11
North Carolina DOT
336-903-9136
dradams@ncdot.gov

- **Completed – June 2018**
- **Scope of Work: Project Management, Fabrication, and Sign Installation**
- **20 Large Scale Vehicular Wayfinding Signs**
- **Compliance with FTA By America and NCDOT Right-of-Way Requirements**





Project:

City Wayfinding Signage Program

Signs Etc's Role:

- Planning
- Design Development
- Fabrication
- Installation
- Project Management

Project Budget:

\$140,000

Reference Contacts:

Melissa Sigmund
Town of Holly Springs, NC
Principal Planner,
Department of Planning and Zoning
919-557-3905
melissa.sigmund@hollyspringsnc.us

- **Awarded Project — May 2018**
- **Completed — November 2018**
- **Scope of Work: Fabrication, Project Management,**
- **Sign Installation (including concrete pads, full footer contracted, ULOCO), Design Development**
- **40 Vehicular Wayfinding Signs**
- **Heavy NCDOT Participation and Coordination**





Project:

Wayfinding Signage Program and Branding

Signs Etc's Role:

- Site Planning
- Utilities Location
- Fabrication
- Installation
- Project Management

Project Budget:

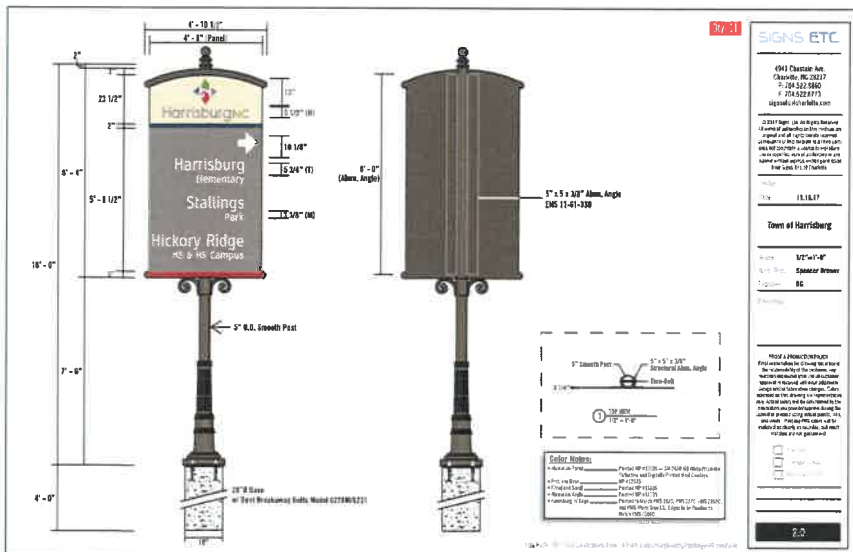
\$80,000

Reference Contacts:

Tom Polito
Public Works Director
Town of Harrisburg
704-455-0727
tpolito@harrisburgnc.org

HL (Buzz) Bizzell, SEGD, IDSA
Bizzell Design, Inc.
www.bizzelldesign.com
704-651-3528
buzz.bizzell@gmail.com

- **Awarded Project – February 2017**
- **Completed – June 2017**
- **Scope of Work: Fabrication, Project Management, Sign Installation (including full footer contracted, ULOCO)**
- **13 Large Scale Vehicular Wayfinding Signs, 4 Single Destination Directionals and 1 Town Hall Branded Logo**





Project:

Wayfinding Signage Program

Signs Etc's Role:

- Site Planning
- Utilities Location
- Fabrication
- Installation
- Project Management

Project Budget:

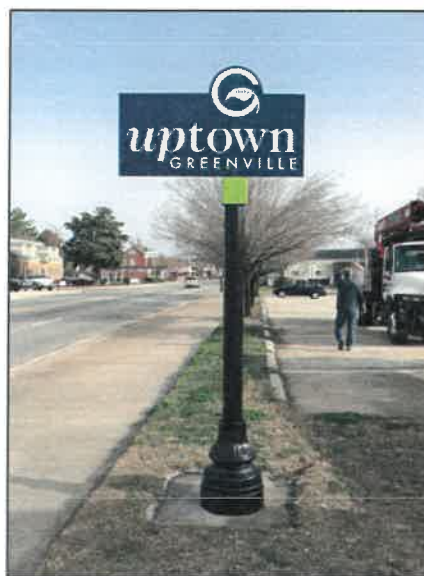
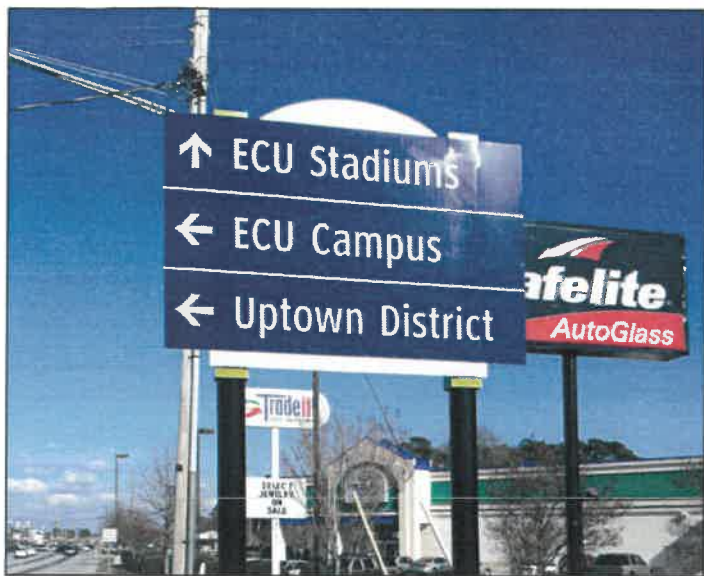
\$225,000

Reference Contacts:

Curt White
Town of Waxhaw
Downtown Development Manager
704-843-2195 x250 (o)
cwhite@waxhaw.com

- **Awarded Project – May 2015**
- **Completed – Ongoing**
- **Scope of Work: Fabrication, Project Management, Sign Installation (including full footer, ULOCO)**
- **14 Large Scale Vehicular Wayfinding Signs, 10 Medium Scale Vehicular Wayfinding Signs, 4 Town Gateway Signs, 15 Parking Signs**





Project:

City Wayfinding Signage Program

Signs Etc's Role:

- Planning
- Design Development
- Fabrication
- Installation
- Project Management

Project Budget:

\$485,000 +

Reference Contacts:

Carl Rees
City of Greenville, NC
Urban Development Planner
252-329-4510
crees@greenvillenc.gov

- **Awarded Project — April 2011**
- **Completed — August 2012**
- **Scope of Work: Fabrication, Project Management,**
- **Sign Installation (including concrete pads, full footer contracted, ULOCO)**
- 180+ Vehicular and Pedestrian Wayfinding Signs**

- **Heavy NCDOT Participation and Coordination**
- **Varying footer foundations for all new signs (spread, caisson or epoxy) depending on underground field conditions after ULOCO**





Project:

Wayfinding Signage Program - Phases 1-3

Signs Etc's Role:

- Planning
- Fabrication
- Installation
- Project Management

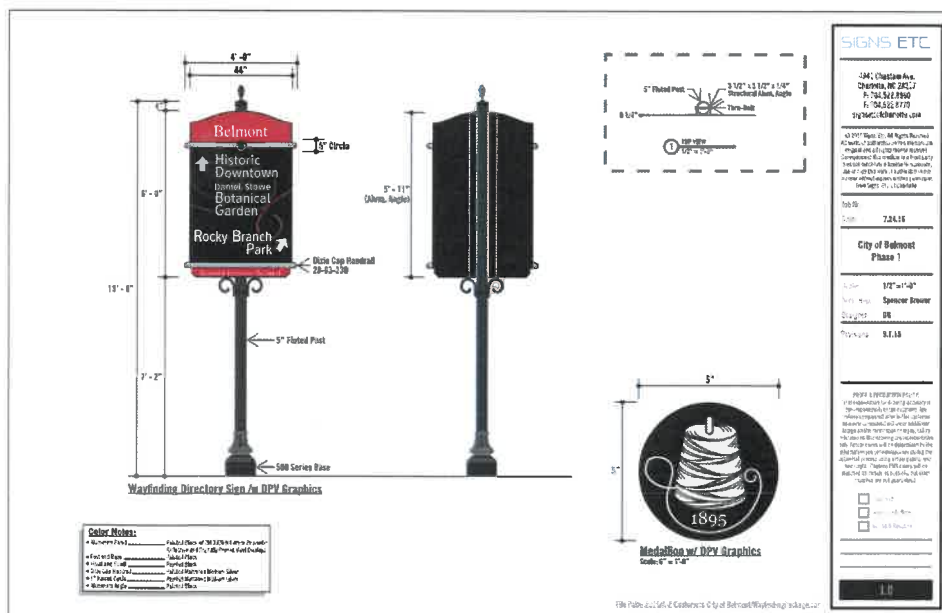
Project Budget:

\$125,000

Reference Contacts:

Shelley DeHart, AICP
Downtown Director
City of Belmont
PO Box 431
7Belmont, N.C. 28012
704-901-2065
sdehart@cityofbelmont.org

- **Awarded Project – July 2015**
- **Completed – September 2015**
- **Scope of Work: Fabrication, Project Management, Sign Installation (including full footer contracted, ULOCO)**
- **10 Vehicular Wayfinding Signs**



Process Focused

Installation

- Quality Review Prior to Packing
- Packing of Signage
- Install Team On Site
- Signage Installed /Project Wrap Up

Mobilization

- Utility Locates
- DOT Coordination - Ongoing
- Purchase Footer Needs
- Site Visits
- Dig / Pour Footers

Fabrication

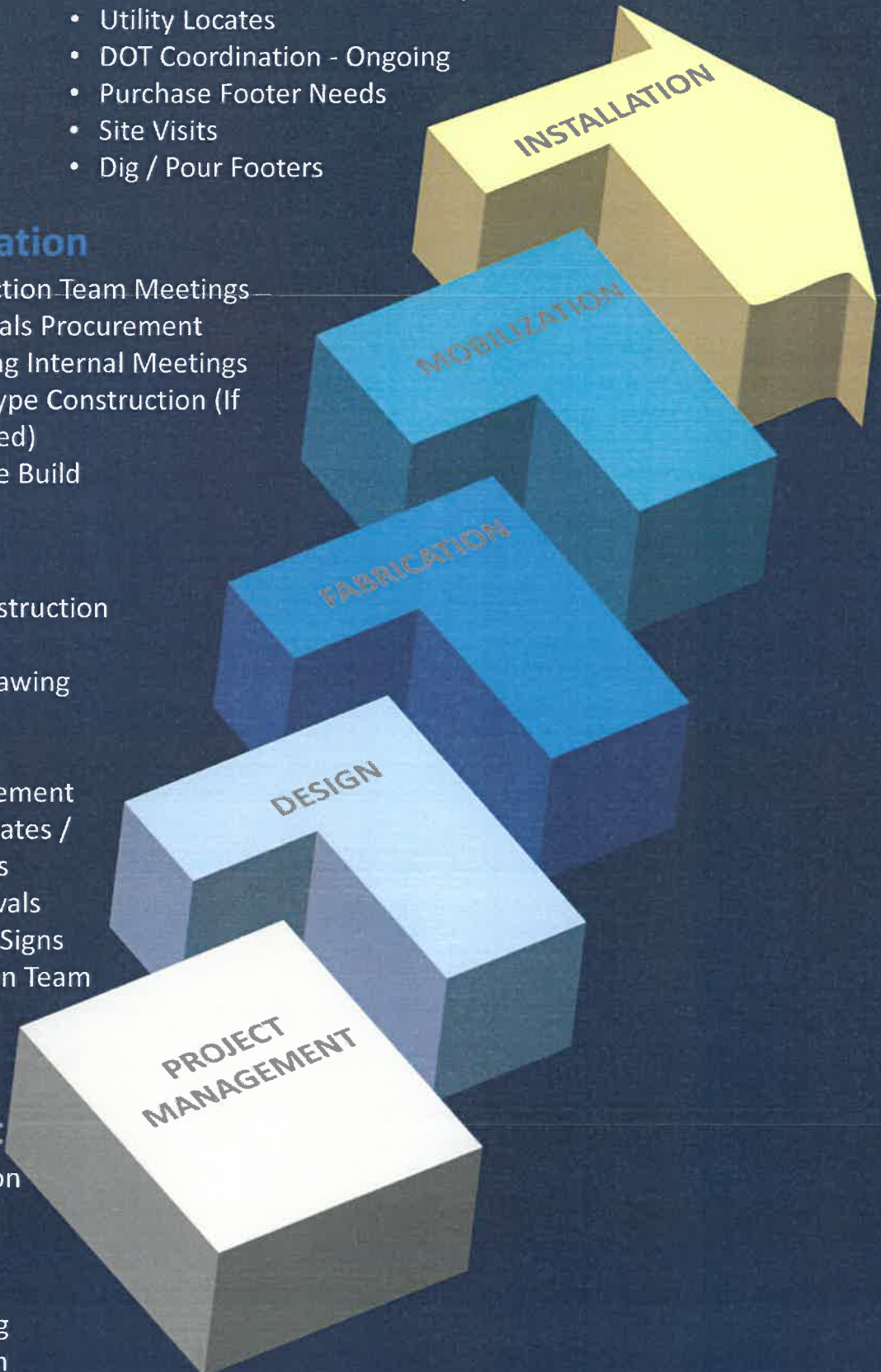
- Production Team Meetings
- Materials Procurement
- Ongoing Internal Meetings
- Prototype Construction (If Required)
- Signage Build

Design

- Develop Construction Drawings
- Customer Drawing Review
- Engineering
- Design Refinement
- Drawing Updates / Modifications
- Client Approvals
- Submittal To Signs Etc Production Team

Project Management

- Contract Execution
- Encroachments
- Permitting
- Communication
- Value Engineering
- DOT Coordination





Project Approach

Signs Etc truly and honestly appreciates County's commitment and efforts to arrive at the point of readiness for the implementation of the wayfinding signage system. This is a process planning process takes years of effort to get here and tireless work by many within the County. This dedication and commitment to the betterment of Haywood County does not go unnoticed by Signs Etc.

Our team has extensively reviewed the project details and goals and is very ready and committed to begin the next exciting phase of your project if awarded the opportunity. We look forward to working directly with the County and its' respective stakeholders to complete the project on time and on budget. As previously mentioned, all signage will be produced in-house in our Charlotte, NC manufacturing facility. Once signage is fabricated and the site work is completed, our talented installation team will deliver and install the signage system according to the plan.

Our scope of services to successfully complete the Haywood County Wayfinding Program Signage will center around four major project phases comprising the design, fabrication, mobilization and installation phases. Underlying each phase is perhaps the most critical component – project management. Amongst many tasks underneath project management, the most important is the communication link. Solid communication is essential to delivering a quality product. Each aforementioned phase, has multiple sub level tasks which are highlighted next.

Project Approach

(cont.)



Design Phase

- Prepare preliminary construction drawings
- Submit construction drawings to the County
- Design refinement based on County feedback
- Confirm and update sign types, locations, message schedule
- Re-submit construction drawings as needed
- Simultaneously submit to engineering for stamped engineered approvals
- County approval of construction drawings
- Drawing submission to Signs Etc Production team

Fabrication Phase

- Ongoing internal production meetings
- Confirm all fabrication details with production team
- Materials procurement
- Prototype fabrication review, modification (if needed), approval
- Signage construction of all sign types to design specifications
 - CNC routing
 - Metal fabrication
 - Paint finishing
 - Graphics printing and application
- Quality reviews - ongoing

Project Approach

(cont.)



Mobilization Phase

- Initial site survey review to confirm exact signage locations with County
- Stake signage locations
- Contact ULOCO to begin utility locates based on staking
- Site review post utility locates
- Resolve any utility conflicts with County and confirm new location
- Purchase all signage footer needs (Sonitube, breakaway hardware, concrete)
- Signs Etc team mobilizes to begin / finalize signage footer work

Installation Phase

- Final internal quality review prior to packing
- Confirm installation schedule
- Crating and packing of signage. Coordinated based on install schedule.
- Install team on site to begin signage installations
- Complete installations and any punchlist items



Project Approach (cont.)

Project Management

- Ongoing communications
- Contract execution
- Site visits
- Encroachments, Permitting
- Project kick-off meetings
- DOT coordination – ongoing
- Status updates
- Project wrap up with County

Signage Warranty

Vendor guarantees that the equipment is standard new equipment, latest model or regular stock product with all parts regularly used with the type of equipment offered. The unit delivered is guaranteed against faulty material and workmanship for a period of one (1) year or greater. If the delivered unit is guaranteed by the manufacturer for a period longer than one (1) year, the standard manufacturer's guarantee will prevail. If during this period, any such faults develop, the unit or part affected is to be replaced without any cost to Haywood County Tourism Development Authority.

Project Approach

(cont.)

DOT, Public Right-of-Way & Project Team Qualifications

Each wayfinding program is unique in its own certain way, but one requirement that remains static in all projects is the need to be compliant with all DOT and right-of-way policies. Strict adherence to these regulations will start the project off on the right foot and lead to a successful implementation of signage. Once Signs Etc is given the notice to proceed we begin coordination with the client and all stakeholders (i.e. DOT contacts) to identify and stake/mark exact site locations to ensure compliancy. From there utility locates are called in prior to any excavation for sign footers. Any utility conflicts are resolved with all stakeholders. with all DOT and right-of-way policies. Strict adherence to these regulations will start the project off on the right foot and lead to a successful implementation of signage.

Your project team would be comprised of our senior level leaders, Sherry Brower (project manager), Brian Goss (graphic designer), Dana Linebarger (DOT specialist), Scott Helms (master welder), Ryan Klotz (CNC engineer), Caleb Baxter (lead painter), Chris Brower (installation /delivery coordinator). The project team meets weekly to ensure all leaders are always informed as the project develops. One unique quality about Signs Etc is we always focus on the importance of the client's maintenance team being able to service all components of the signage after project completion.



INCOMING ARRIVALS		
DEPARTURES	TRAIN	ROUTE
1:00 a.m.	#71 Piedmont	Raleigh to Charlotte
1:23 p.m.	#75 Piedmont	Birmingham to Charlotte
1:46 p.m.	#77 Piedmont	Birmingham to Charlotte
2:09 p.m.	#79 Piedmont	New York to Charlotte
NORTHBOUND DEPARTURES		
DEPARTURES	TRAIN	ROUTE
7:10 a.m.	#61 Carolinian	Charlotte to New York
10:55 a.m.	#74 Piedmont	Charlotte to Raleigh
3:40 p.m.	#76 Piedmont	Charlotte to Raleigh
8:40 p.m.	#78 Piedmont	Charlotte to Raleigh



Project Approach

(cont.)

Statement on Budgets and Project Timeline

Signs Etc prides itself on providing proven project management leadership when managing a project budget and project schedule respectively. When we provide a quote for a project, then that's the budget we manage to, and the project will be completed as proposed and as designed and on that budget. Many companies will indeed submit a low quote in the bid process with the intent of making up budget deficits through change orders. Signs Etc does not prescribe to this method – we do our due diligence up front by asking detailed questions, confirming design discrepancies, etc. so that our clients have a solid, reliable quote.

During a project, if there are significant changes to the scope of work, and agreed upon by all parties, then yes, Signs Etc would work with the client on a fair and equitable change order to meet the new scope.


Signs Etc begins a project by setting realistic timeline expectations with the client. The worst thing anyone can do is put together an overly aggressive timeline and create a rushed project. A project of this magnitude needs to be well planned and well-coordinated for ultimate success. Our goal is to always meet the client's expectations and provide a quality solution. We have many, many happy clients as witnessed by our many successfully implemented wayfinding programs.



BID SUBMITTAL FORMS

Appendix A – EXCEPTION FORM

Section Number	Explanation
3-Specifications	Bid proposal is for 3/16" back/main sign panels.


Signature

4/10/2020
Date

Spencer M. Braver
Print Name

President
Title

Signs Etc.
Company

4941 Chastain Ave Charlotte, NC 28217
Address

spencer@signsetc of charlotte.com
E-mail

704-522-8860
Telephone

Haywood County Tourism Development Authority
Bid #02172020 Wayfinding Signs
Due Date: Tuesday March 31, 2020 3:00 pm

BID FORM

BID NO. 02172020

I, (We), the undersigned after reading and fully understanding the terms, conditions and specifications of Request for Bids No. 02172020 agree to furnish a firm fixed price (excluding tax).

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>COST</u>
1.	Wayfinding Signs Fabrication	\$ <u>94,300.00</u>
2.	Installation + Lane Closures (as needed)	\$ <u>25,300.00</u>
2.	Any Applicable Taxes	\$ <u>8,671.00</u>
Total		\$ <u>128,271.00</u>

Delivery Date of Wayfinding Signs: 50% by June 30 / 50% by Aug 30, 2020

COMPANY NAME: Signs Etc.
ADDRESS: 4941 Chastain Ave
CITY: Charlotte STATE: NC ZIP CODE: 28217
TELEPHONE: 704.522.8860 FAX: 704.522.8770
EMAIL ADDRESS: spencer@signsetc.com
PRINT NAME: Spencer M. Brower
AUTHORIZED SIGNATURE: [Signature]

ANTI-COLLUSION AFFIDAVIT

HAYWOOD COUNTY TOURISM DEVELOPMENT AUTHORITY
NORTH CAROLINA

Sherry Brower, being first duly sworn deposes and says that:

1. (S)he is the Treasurer of Wayfinding Signs Etc (the company submitting the attached proposal);
2. (S)he is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;
3. Such bid is genuine and is not collusive or sham;
4. Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder, firm or person to submit collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other bidder, or, to fix any overhead, profit, or cost element of the bid price of any other bidder to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the Haywood County Tourism Development Authority, or any person interested in the proposed contract; and
5. The price or prices quoted in the attached bid are fair and proper and are not contained by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties, in interest, including this affidavit.

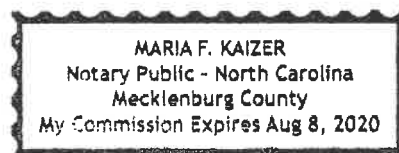
Sherry Brower (SEAL)
Treasurer (TITLE)

Subscribed and sworn to before me, this 25 day of March, 2020.

Notary Public

Maria F. Kaizer

08/08/2020 My Commission expires



Haywood County Tourism Development Authority
Bid #02172020 Wayfinding Signs
Due Date: Tuesday March 31, 2020 3:00 pm

Haywood County Tourism Development Authority
1110 Soco Road
Maggie Valley, NC 28751

E-VERIFY AFFIDAVIT

The State of North Carolina recently passed HB 786 (S.L. 2013-418) enacting NCGS 160A-20.1(b) which prohibits governmental units from doing business with contractors/companies who do not comply with E-Verify. The law also applies to a contractor's subcontractors.

Article 2 of Chapter 64 of the NCGS requires an employer that transacts business in the State of North Carolina and employs 25 or more employees in the State of North Carolina to verify the work authorization of its employees through the federal E-Verify program.

In accordance with the NCGS, Haywood County Tourism Development Authority requires all contractors/companies who do business with Haywood County Tourism Development Authority to comply with the E-Verify requirements as evidenced by submission of this affidavit for formal bids.

I, Sherry Brown (the individual attesting below), being duly authorized by and on behalf of

Wayfinding Signs Etc (the entity bidding on project/contracting with county, hereinafter "Employer") after first being duly sworn hereby swears or affirms as follows:

1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with NCGS §64-25(5).
2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCGS §64-26(a).
3. Employer is a person, business entity, or other organization that transacts business in the State of North Carolina and that employs 25 or more employees in North Carolina. (mark Yes or No)
a. YES , or b. NO X
4. Employer's subcontractors comply with E-Verify, and Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer.

This 25 day of March, 2020

[Signature]

Signature of Affiant

Print or Type Name: Sherry Brown

State of North Carolina County of Mecklenburg

Signed and sworn to (or affirmed) before me, this the 25

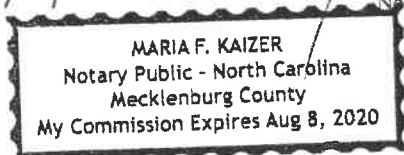
day of March, 2020

My Commission Expires:

08/08/2020

[Signature]
Notary Public

(Affix Official/Notarial Seal)



Haywood County Tourism Development Authority
Bid #02172020 Wayfinding Signs
Due Date: Tuesday March 31, 2020 3:00 pm

Haywood County Tourism Development Authority
1110 Soco Road
Maggie Valley, NC 28751

IRAN DIVESTMENT ACT
CERTIFICATION

Name of Company:

Signs Etc.

**IRAN DIVESTMENT ACT CERTIFICATION
REQUIRED BY N.C.G.S. 143C-6A-5(a)**

As of the date listed below, the entity listed above is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 143-6A-4.

The undersigned hereby certifies that he or she is authorized by the entity listed above to make the foregoing statement.

Signature

Spencer M. Brower

Printed Name

3-25-2020

Date

President

Title

Revised 2/26/16

BOND# 47862



THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

Waybaytay Holdings dba Signs, Etc.
4941 Chastain Avenue
Charlotte NC 28217

as Principal, hereinafter called the Principal, and American Southern Insurance Company, 365 Northridge Road, Suite 400, Atlanta, GA 30350 a corporation duly organized under the laws of the State of Kansas as Surety, hereinafter called the Surety, are held and firmly bound unto

Haywood County Tourism
215 N Main Street
Waynesville NC 28786

as Oblige, hereinafter called the Oblige, in the sum of **Five PERCENT OF AMOUNT BID – PENAL SUM NOT TO EXCEED** **Six Thousand and no/100** **DOLLARS (5 % Not To Exceed \$6,000.00)**

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

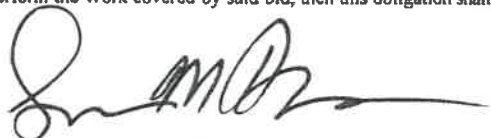
WHEREAS, the *Principal* has submitted a bid for

Wayfinding Signage

NOW, THEREFORE, if the Oblige shall accept the bid of the Principal and the Principal shall enter into a Contract with the Oblige in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Oblige the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Oblige may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 31st day of March, 2020


(Witness)


Waybaytay Holdings dba Signs, Etc.
(Principal) (Seal)
President
(Title)


(Witness)

American Southern Insurance Company
(Surety)

David R. Brett, Attorney in Fact

AIA CAUTION: You should sign an original AIA document which has this caution printed in red

An original assures that changes will not be obscured as may occur when documents are reproduced

WARNING: Unlicensed photocopying violates U.S. copyright law, and is subject to legal prosecution.

AMERICAN SOUTHERN INSURANCE COMPANY

Home Office: 3715 Northside Parkway, NW
Suite 4-800
Atlanta, Georgia 30327

Mailing Address: P. O. Box 723030
Atlanta, GA 31139-0030

GENERAL POWER OF ATTORNEY

Know all men by these Presents, that the American Southern Insurance Company had made, constituted and appointed, and by these presents does make, constitute and appoint Stefan E. Tauger of Parker, Colorado; Scott E. Stoltzner of Hoover, Alabama; Arthur S. Johnson of Atlanta, Georgia; Andrew C. Heaner of Atlanta, Georgia; Jeffery L. Booth of Blacklick, Ohio; James E. Feldner of West Lake, Ohio; David R. Brett of Columbia, South Carolina; Melanie J. Stokes of Atlanta, Georgia; Jason S. Centrella of Jacksonville, Florida; Michael J. Brown of Cumming, Georgia; Tamara D. Johnson of Atlanta, Georgia; or Omar G. Guerra of Overland Park, Kansas, EACH as its true and lawful attorney for it and its name, place and stead to execute on behalf of the said company, as surety, bonds, undertakings and contracts of suretyship to be given to all obligees provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount of the sum of \$1,000,000 (one million dollars), including but not limited to consents of surety for the release of retained percentages and/or final estimates on construction contracts or similar authority requested by the Department of Transportation, State of Florida; and the execution of such undertakings, bonds, recognizances and other surety obligations, in pursuance of the presents, shall be as binding upon the Company as if they had been duly signed by the President and attested by the Secretary of the Company in their own proper persons.


This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted pursuant to due authorization by the Executive Committee of the Board of Directors of the American Southern Insurance Company on the 26th day of May, 1998:

RESOLVED, that the Chairman, President or any Vice President of the Company be, and that each or any of them hereby is, authorized to execute Powers of Attorney qualifying the attorney named in the given Power of Attorney to execute in behalf of the American Southern Insurance Company bonds, undertakings and all contracts of suretyship; and that any Secretary or any Assistant Secretary be, and that each or any of them hereby is, authorized to attest the execution of any such Power of Attorney, and to attach thereto the seal of the Company.

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company when so affixed and in the future, with respect to any bond undertaking or contract of suretyship to which it is attached.

In Witness Whereof, the American Southern Insurance Company has caused its official seal to be hereto affixed, and these presents to be signed by its President and attested by its Secretary this 4th day of January, 2019.

Attest:


Melonie A. Coppola, Secretary

American Southern Insurance Company

By:


Scott G. Thompson, President

STATE OF GEORGIA

SS:

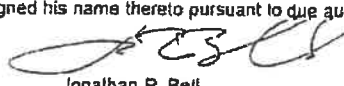
COUNTY OF FULTON

On this 4th day of January, 2019, before me personally came Scott G. Thompson to me known, who being by me duly sworn, did depose and say that he resides in Atlanta, in the County of Fulton, State of Georgia, at 421 Hollydale Court; that he is the President of American Southern Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed, and that he signed his name thereto pursuant to due authorization.

STATE OF GEORGIA

SS:

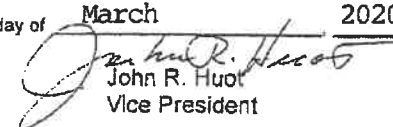
COUNTY OF FULTON


Jonathan R. Bell
Notary Public, State of Georgia
Qualified in Cherokee County
Commission Expires March 12, 2021

I, the undersigned, a Vice President of American Southern Insurance Company, a Kansas Corporation, DO HEREBY CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and, furthermore, that the Resolution of the Executive Committee of the Board of Directors set forth in the Power of Attorney is now in force.

Signed and sealed at the City of Atlanta, Dated the 31st day of March, 2020

Power No. **47862**


John R. Huot
Vice President

American Southern Insurance Company
NAIC Company Code 10235
NAIC Group Code 587

Statutory Financial Statement


As of December 31, 2019

ASSETS		LIABILITIES	
Bonds	\$80,716,525	Reserve for Losses and Loss Expense	\$44,561,817
Stocks	17,430,257	Reserve for Unearned Premiums	20,937,814
Cash & Cash Equivalents	7,805,985	Reserve for Expenses, Taxes, Licenses and Fees	6,280,385
Agents Balances	9,476,845	Payable to Parents, Subsidiaries and Affiliates	273,203
Other Assets	6,605,504	Other Liabilities	4,154,762
		Total Liabilities	\$76,207,981
		POLICYHOLDERS'S SURPLUS	
		Capital Stock	3,000,000
		Surplus	42,827,135
		Total Policy holders' Surplus	45,827,135
Total Assets	\$122,035,116	Total Liabilities and Policyholders' Surplus	\$122,035,116

Bonds and stocks are valued in accordance with the basis adopted by the National Association of Insurance Commissioners (NAIC).

CERTIFICATE

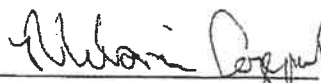
The officers of this reporting entity being duly sworn, each depose and say that they are the described officers of said reporting entity, and that on the reporting period stated above, all of the herein described assets were the absolute property of the said reporting entity, free and clear from any liens or claims thereon, except as herein stated, and that this statement, together with related exhibits, schedules and explanations therein contained, annexed or referred to, is a full and true statement of all the assets and liabilities and of the condition and affairs of the said reporting entity as of the reporting period stated above, and of its income and deductions therefrom for the period ended, and have been completed in accordance with the NAIC Annual Statement Instructions and Accounting Practices and Procedures manual except to the extent that: (1) state law may differ; or, (2) that state rules or regulations require differences in reporting not related to accounting practices and procedures, according to the best of their information, knowledge and belief, respectively.

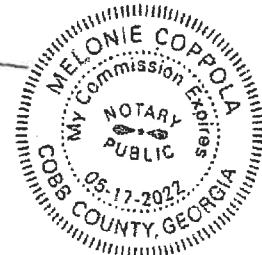

President


Chief Financial Officer

State of Georgia
County of Fulton

On the 25th day of February 2020, before me came the above named officers of the American Southern Insurance Company to me personally known to be the individuals and officers described herein, and acknowledge that they executed the foregoing instrument and affixed the seal of said company thereto by authority of their office.


Melonie Coppola, Notary Public
My Commission Expires, May 17, 2021.





Thank You!



• Spencer M Brower



• 704 522 8860



• spencer@signsetcofcharlotte.com



• www.signsetcofcharlotte.com