

***Request for Proposal  
For  
City Limits Entrance Sign &  
Sign Structure Veterans Blvd.***

***City of Pigeon Forge***



***Bid Opening: Thursday, March 23, 2017  
2:00 PM***

***City of Pigeon Forge  
Department of Parks & Recreation  
170 Community Center Drive  
Pigeon Forge, Tennessee 37863  
Mail Address: P. O. Box 605, Pigeon Forge, Tennessee 37868  
(865) 429-7373***



## **REQUEST FOR PROPOSALS CITY LIMITS ENTRANCE SIGN AND SIGN STRUCTURE VETERANS BLVD.**

The City of Pigeon Forge is accepting proposals for an entrance sign and support structure located at the intersection of Veterans Boulevard & Center View Rd. The scope of the project includes design, production and installation of the sign.

### **PROJECT DESCRIPTION:**

The location for the sign is Veterans Boulevard & Center View Road. The City of Pigeon Forge must be incorporated into the sign. The sign will be one sided and perpendicular to the fronting highway (Veterans Boulevard). Final placement of the sign will be determined by the City.

### **The selected sign will NOT be based solely upon price, but will be based on the following:**

- Aesthetic graphic properties and appropriate style for the site.
- Long term maintenance cost
- Time frame for completion of the project.
- Visibility
- Adherence to Municipal Code 711.4 (Signs permitted in the Mixed Commercial District C-6) [http://cityofpigeonforge.com/uploadedFiles/Community\\_Development/Sign\\_Ordinance\\_June\\_2013.pdf](http://cityofpigeonforge.com/uploadedFiles/Community_Development/Sign_Ordinance_June_2013.pdf)
- Adherence with the TDOT Guidelines for Gateway Monuments and Transportation Art. (available upon request from Owner)

### **INSURANCE:**

Installer must provide a certificate of liability insurance in the amount of One Million dollars (\$1,000,000) with the City of Pigeon Forge, TN listed as an additional insured as well as proof of Workman's Comp insurance, if applicable.

**Note: The Owner will be responsible for all Engineering Cost associated with TDOT Guidelines and should not to be included in total sign cost.**

**The total cost of the sign, including installation, shall be \$75,000.  
Vendor is responsible for permit fee and application fees if selected.**

All companies submitting a proposal are encouraged to visit the site to appreciate and understand existing conditions. Each submittal must contain the following:

- 3-11" x 17" Color drawings
- Complete list of components and the materials of which they are composed
- Time frame for completion
- Total cost of the installed sign and structure
- Warranty for workmanship and materials

**Failure to provide the requested information may lead to rejection of your proposal.**

**Send proposal to:**

Department of Parks and Recreation  
P.O. Box 605  
Pigeon Forge, TN 37868  
Attn: City of Pigeon Forge Entrance Sign

**Proposals must be in a sealed envelope with vendor's name and address on the outside marked "City of Pigeon Forge Entrance Sign"**

It is the policy of the City of Pigeon Forge not to discriminate on the basis of race, color, national origin, age, sex or disability in its hiring and employment practices, or in admission to, or operation of its programs, services and activities. With regard to all aspects of this contract, the agency/program/contractor certifies and warrants it will comply with this policy.

Questions should be directed to Tom Garner, Parks Superintendent @ 865-850-4696 or [tgarner@cityofpigeonforge.com](mailto:tgarner@cityofpigeonforge.com)

**DEADLINE FOR PROPOSALS IS 2:00 pm, EST, March 23, 2017.**

**BID TABULATION SHEET**  
(Return with your packet)

Vendor: \_\_\_\_\_

Days required to complete the sign and installation: \_\_\_\_\_

Total Project Cost: \$\_\_\_\_\_

\_\_\_\_\_  
Authorized Signature & Title

\_\_\_\_\_  
Date

Make sure the following are included with this sheet:

- 3-11" x 17" Color drawings
- Complete list of components and the materials of which they are composed
- Time frame for completion
- Total cost of the installed structure

Return to:  
City of Pigeon Forge  
Department of Parks and Recreation  
ATTN: City Limits Entrance Sign & Structure  
P.O. Box 605  
Pigeon Forge, TN 37868

**Deadline: 2:00 pm, EST, March 23, 2017.**