

REQUEST FOR PROPOSALS

LeConte Center at Pigeon Forge Sign and Structure

City of Pigeon Forge, Tennessee

The City of Pigeon Forge is accepting proposals through 10am June 14, 2022 for a monument sign and structure located at Teaster Lane. The scope of the project includes design, production and installation of the sign including LED panels.

PROJECT DESCRIPTION:

The LeConte Center Logo must be incorporated into the sign (which can be provided upon request). The sign will be two sided including both static portions along with two LED video panels sized 6'3"x6'3" with pixel ratio of 8mm or better. It must be visible to both north bound Teaster Lane and east bound Jake Thomas Road traffic while fronting Teaster Lane. Proposal must include all software and applicable training for operation of video panels.

The selected sign will NOT solely be based upon price, but will be based on:

- Overall finished and delivered cost – Not to exceed \$220,000
- Aesthetic graphic properties and appropriate style for the site
- Lighting, back lighting, and LED accent features incorporated into the design
- Long term maintenance cost
- Time frame for completion of the project
- Visibility
- Adherence to Municipal Code ORDINANCE NO. 1107

<http://www.cityofpigeonforge.com/ordinances.aspx>

The cost of the sign, installed, shall not exceed \$220,000 Vendor is responsible for permit fee and application 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:

- Minimum of (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
- Warranty for workmanship and materials
- Listing of all operational software
- Plan and time required for operator training

SITE PREPARATION:

Some site preparation is needed. Electric is available close to site. Utilities must be located.

INSTALLATION:

Any on site storage of materials must be approved in advance by the LeConte Center General Manager. Sign must be installed in accordance with all applicable City of Pigeon Forge building codes.

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.

Lack of the requested information may lead to rejection of your proposal.

Mail proposal to:
LeConte Center at Pigeon Forge
General Manager
ATTN: LeConte Center Sign
P.O. Box 1390
Pigeon Forge, TN 37868

Hand Deliver Proposal to:
LeConte Center at Pigeon Forge
General Manager
ATTN: LeConte Center Sign
135 Jake Thomas Road
Pigeon Forge, TN 37863

Proposals must be in a sealed envelope with vendor’s name and address on the outside marked “LeConte Center Sign”

Questions should be directed to Phil Campbell, General Manager 865-429-7430
pcampbell@cityofpigeonforgetn.gov

DEADLINE FOR PROPOSALS IS 10:00 am, EST, June 14, 2022

TABULATION SHEET

(Return with your packet)

Vendor: _____

Days required completing the sign and installation: _____

Installed Price: \$_____

Authorized Signature & Title

Date

Make sure the following are included with this sheet:

- Minimum (3) 11" x 17" Color drawings
- Complete list of components and the materials
- Time frame for completion
- Total cost of the installed sign, structure, and video panels
- Warranty for workmanship and materials
- Listing of all software
- Operator training plan including time and materials