

REQUEST FOR PROPOSALS

Patriot Park/ Trolley Center Sign and Structure 186 Old Mill Avenue

City of Pigeon Forge, Tennessee

The City of Pigeon Forge is accepting proposals for an entrance sign and structure located at 186 Old Mill Avenue. The scope of the project includes design, production and installation of the sign.

PROJECT DESCRIPTION:

The location for the sign is at 186 Old Mill Avenue. The official City of Pigeon Forge Logo must be incorporated into the sign (which can be provided upon request) along with Patriot Park/ Trolley Center. The sign will be two sided and perpendicular to the fronting road (Old Mill Avenue).

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

- 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 ORDINANCE NO. 1107_
<http://cityofpigeonforge.com/ordinances.aspx>

The cost of the sign, installed, shall not exceed \$100,000 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:

- (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

SITE PREPARATION:

Minimal site preparation is needed. Utilities must be located.

INSTALLATION:

Any on site storage of materials must be approved in advance by the Superintendent of Parks. 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.

Send proposal to:

City of Pigeon Forge

Department of Parks and Recreation

ATTN: Patriot Park/ Trolley Center Sign and Structure

170 Community Center Dr.

Pigeon Forge, TN 37863

Proposals must be in a sealed envelope with vendor's name and address on the outside marked "City of Pigeon Forge Patriot Park/ Trolley Center 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

tgarner@cityofpigeonforgetn.gov

DEADLINE FOR PROPOSALS IS 2:00 pm, EST, July 23, 2021

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:

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Return to: City Of Pigeon Forge
Department of Parks and Recreation
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Deadline: 2:00 pm, EST, July 23, 2021