

TOWN OF DERRY, NEW HAMPSHIRE

Public Works Department

**RFP No. B17-027
REQUEST FOR PROPOSALS**

**LED ELECTRONIC MESSAGE CENTER
Adams Memorial Building**

The Town of Derry, New Hampshire is seeking proposals from interested vendors to furnish and install two (2) single sided LED electronic message signs at Adams Memorial Building, located at 29 West Broadway, Derry, NH.

Sealed proposals, plainly marked "**RFP # B17-027 LED ELECTRONIC MESSAGE CENTER – Adams Memorial Building**" on the outside of the mailing envelope as well as the sealed envelope, shall be addressed to: Public Works Department, 14 Manning Street, Derry, NH, 03038. Proposals will be accepted until 4:00 p.m. on May 12, 2017.

This Request for Proposals may be obtained from the Public Works Department on the second floor at the above address, by calling the Public Works Department at 603-432-6144 or from our website <http://www.derrynh.org>.

Addenda to this document, if any, including written answers to questions, will be posted on the Town of Derry website under the appropriate heading at least one week prior to the due date.

The Town of Derry reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the Town.

SUMMARY

The Town of Derry, New Hampshire is seeking cost proposals from interested vendors to furnish and install two (2) single sided LED electronic message signs at Adams Memorial Building, 29 West Broadway, Derry, NH. Proposals are sought to renovate the existing sign by inserting two (2) new LED signs.

BASE BID – SCOPE OF WORK

1. Remove and dispose of the existing reader tracks. Keep all other elements including the posts and trim work in tact. Town or others may upgrade the trim work concurrently with the sign installation, but the vendor is not expected to upgrade the existing woodwork or foundation.
2. Using the existing wood sign as is, furnish and install two electronic LED signs of approximate size 44” high x 50” wide x 0.5” deep. **Vendor shall field confirm measurement for optimal viewing prior to ordering. The location, angle and size for the sign cannot be altered.**
3. The signs shall be resilient to temperature extremes for southern New Hampshire.
4. The sign will use existing electric wiring from the building. Vendor shall be responsible for connection to the new electronic signage. Vendor shall also be responsible for connection to the message center from the control software.
5. The message display shall be capable of full color graphics and animation with red, green and blue pixel configuration. The vendor will identify the proper resolution for optimum line and column spacing.
6. **Vendor shall verify that the unit provides clear resolution for the traffic passing the building at posted speed limit of 30 mph.**
7. The proposal shall include web based control software installed for use by Town and GDAC personnel for remote access and scheduling capabilities.
8. Testing and startup to be conducted prior to final payment.
9. The manufacturer shall provide a minimum five year warranty.
10. The vendor shall be responsible for acquiring a sign permit from the Town of Derry Code Enforcement Division but the fee shall be waived as a municipal building.
11. All work shall be completed no later than July 31, 2017.

BASELINE REQUIREMENTS

The vendor shall possess registration and good standing with the Secretary of State, Corporate division, in order to perform work in the State of New Hampshire. All subcontractors shall possess the requisite professional licensure within their area of expertise.

A copy of applicable insurance certificate(s) must accompany bids. Minimum insurance coverage is \$1,000,000 per occurrence, \$2,000,000 aggregate on general liability; Worker’s Compensation Coverage in compliance with State Law.

The proposer shall provide all relevant specification sheets from the manufacturer. Also, the vendor may (but is not obligated to) submit a visual rendering of the proposed product.

RESERVATION OF RIGHTS

The Town of Derry reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the Town.

The Town of Derry will evaluate the proposals and award based on the best overall value for the Town of Derry.

The Town reserves the right to make such inquiries regarding the firm's qualifications and reputation as it deems necessary to evaluate the proposal.

ADDITIONAL INFORMATION

If you have any procedural or technical questions please contact Michael A. Fowler, P.E, Director of Public Works at: (603) 432-6144. No oral interpretations regarding this proposal will be made. All questions must be submitted via email by no later than May 4, 2017.

Vendors are encouraged to visit the site to prepare a representative bid. Vendors are not required to make an appointment.