



# City of Peoria, Arizona Notice of Request for Proposal

Request for Proposal No **P09-0064** Proposal Due Date **May 28, 2009**  
 Materials and/or Services **Fixed Building & Site Signage** Proposal Time **5 00 P M AZ Time**  
 Contact **Christine Finney**  
 Location **City of Peoria, Materials Management** Phone **(623) 773-7115**  
 Mailing Address **8314 West Cinnabar Avenue Peoria, AZ 85345**

In accordance with City of Peoria Procurement Code competitive sealed proposals for the material or services specified will be received by the City of Peoria Materials Management at the specified location until the date and time cited above. Proposals shall be in the actual possession of the City of Peoria Materials Management on or prior to the exact date and time indicated above. Late proposals will not be considered, except as provided in the City of Peoria Procurement Code. **Proposals shall be submitted in a sealed envelope with the Request for Proposal number and the offeror's name and address clearly indicated on the front of the envelope.** All proposals shall be completed in ink or typewritten. Offerors are strongly encouraged to carefully read the entire Request for Proposal Package.

### OFFER

To the City of Peoria. The undersigned on behalf of the entity firm, company, partnership, or other legal entity listed below offers on its behalf to the City a proposal that contains all terms, conditions, specifications and amendments in the Notice of Request for Proposal issued by the City. Any exception to the terms contained in the Notice of Request for Proposal must be specifically indicated in writing and are subject to the approval of the City prior to acceptance. The signature below certifies your understanding and compliance with Paragraph 1 of the City of Peoria Standard Terms and Conditions (form COP 202) contained in the Request for Proposal package issued by the City.

For clarification of this offer contact

Name Robert Charette

Telephone 623 936 2680 Fax 623-936-2686

Motivational Systems Inc  
Company Name

[Signature]  
Authorized Signature for Offer

7375 W. Buckeye Rd Suite 110  
Address Phoenix AZ 85043

Robert Charette  
Printed Name

City State Zip Code

DIVISION Manager V.P.  
Title

### ACCEPTANCE OF OFFER AND CONTRACT AWARD (For City of Peoria Use Only)

Your offer is accepted by the City, subject to approval of each written exception that your proposal contained. The contract consists of the following documents: 1) Request for Proposal issued by the City, 2) Your offer in Response to the City's Request for Proposal, 3) This written acceptance and contract award.

As the contractor, you are now legally bound to sell the materials and/or services listed by the attached award notice, based on the solicitation of proposals, including all terms, conditions, specifications, amendments and your offer as now accepted by the City. The Contractor shall not commence any billable work or provide any material, service or construction under this contract until the Contractor receives an executed Purchase Order or written Notice to Proceed.

Attested by [Signature]  
Mary Jo Kief, City Clerk

City of Peoria, Arizona Effective Date 7/23/09  
 Approved as to form [Signature] **Ellen Van Riper, Assistant City Attorney**  
 Stephen M Kemp, City Attorney



CC \_\_\_\_\_

Contract Number ACON 36009

Contract Awarded Date July 22 09  
[Signature]

Official File \_\_\_\_\_

**Herman F. Koebergen, Materials Manager**

# ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/05/2009

PRODUCER (858)268-9400 FAX (858)268-9773  
C. LEE WILLIAMS & ASSOC. #0503722  
P. O. BOX 23638  
4995 MURPHY CANYON RD. #202  
SAN DIEGO, CA 92193

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED Motivational Systems, Inc. & Ryan Young Interio  
2200 Cleveland Ave.  
National City, CA 91950

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A Hartford Fire Insurance Company	
INSURER B American States Insurance Company	
INSURER C Twin City Insurance Company	
INSURER D Zenith Insurance Company	
INSURER E	

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	ADD'L INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Broadform Prop Dmg <input checked="" type="checkbox"/> Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	72CES0A2771	01/01/2009	01/01/2010	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B		<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	01CG11441280	01/01/2009	01/01/2010	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO	NONE PROVIDED			AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY. EA ACC \$ AGG \$
C		<b>EXCESS/UMBRELLA LIABILITY</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$	72HUSL7185	01/01/2009	01/01/2010	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
D		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	Z04570511	01/01/2009	01/01/2010	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
		OTHER	NONE PROVIDED			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

RE: Project #P09-0064

Certificate Holder is included as Additional Insured per written contract with the Named Insured per the attached additional insured endt HS2482(06-05)

\*10 Days for Non-payment of Premium

Waiver of Subrogation under the Worker's Compensation Coverage

### CERTIFICATE HOLDER

City of Peoria  
8401 West Monroe St  
Peoria, AZ 85345

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30\* DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE  
*Peter W. Griffith*

PO98064

# ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/04/2009

PRODUCER (858)268-9400 FAX (858)268-9773  
C. LEE WILLIAMS & ASSOC. #0503722  
P. O. BOX 23638  
4995 MURPHY CANYON RD. #202  
SAN DIEGO, CA 92193

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED Motivational Systems, Inc. & Ryan Young Interio  
2200 Cleveland Ave.  
National City, CA 91950

INSURERS AFFORDING COVERAGE		NAIC #
INSURER A	Hartford Fire Insurance Company	
INSURER B	American States Insurance Company	
INSURER C	Twin City Insurance Company	
INSURER D	Zenith Insurance Company	
INSURER E		

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A		GENERAL LIABILITY	72CES0A2771	01/01/2009	01/01/2010	EACH OCCURRENCE \$ 1,000,000	
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Broadform Prop Dmg <input checked="" type="checkbox"/> Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000	
B		AUTOMOBILE LIABILITY	01CG11441280	01/01/2009	01/01/2010	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000	
		<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS				BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
		GARAGE LIABILITY				NONE PROVIDED	AUTO ONLY - EA ACCIDENT \$
		<input type="checkbox"/> ANY AUTO					OTHER THAN EA ACC AGG \$
C		EXCESS/UMBRELLA LIABILITY	72HUSL7185	01/01/2009	01/01/2010	EACH OCCURRENCE \$ 2,000,000	
		<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				AGGREGATE \$ 2,000,000	
D		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Z04570511	01/01/2009	01/01/2010	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER	
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				E L EACH ACCIDENT \$ 1,000,000	
		OTHER				NONE PROVIDED	E L DISEASE - EA EMPLOYEE \$ 1,000,000
							E L DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 RE: All Operations  
 Certificate Holder is included as Additional Insured per written contract with the Named Insured per the attached additional insured endt HS2482(06-05)  
 \*10 Days for Non-payment of Premium  
 Waiver of Subrogation under the Worker's Compensation Coverage

**CERTIFICATE HOLDER**  
  
 City of Peoria  
 8401 West Monroe St  
 Peoria, AZ 85345

**CANCELLATION**  
 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30\* DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.  
 AUTHORIZED REPRESENTATIVE  
*Peter W. Shiffert*

## **IMPORTANT**

If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

## **DISCLAIMER**

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED BY CONTRACT OR AGREEMENT -  
 OPTION III**

This endorsement modifies insurance provided under the following:  
 COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Designated Project(s) or Location(s) Of Covered Operations
Any entity requiring Primary Wording in a Written Contract.	ALL OPERATIONS
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

- A. Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule above with whom you agreed in a written contract or written agreement to provide insurance such as is afforded under this policy, but only to the extent that such person or organization is liable for "bodily injury", "property damage" or "personal and advertising injury" caused by your acts or omissions or the acts or omissions of those acting on your behalf:
1. In the performance of your ongoing operations for such additional insured at the project(s) or location(s) designated in the Schedule;
  2. In connection with your premises owned by or rented to you and shown in the Schedule; or
  3. In connection with "your work" for the additional insured at the project(s) or location(s) designated in the Schedule and included within the "products-completed operations hazard", but only if:
    - a. The written contract or agreement requires you to provide such coverage to such additional insured at the project(s) or location(s) designated in the Schedule; and
    - b. This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".
- B. The insurance afforded to these additional insureds applies only:**
1. If the "occurrence" or offense takes place subsequent to the execution of such written contract or written agreement; and
  2. While such written contract or written agreement is in force, or until the end of the "policy period," whichever is earlier.
- C. With respect to the insurance afforded to these additional insureds under this endorsement, the following additional exclusion applies:**

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or the failure to render any professional architectural, engineering or surveying services by or for you, including:

1. The preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or specifications; and
2. Supervisory, inspection, architectural or engineering activities.

**D. How Limits Apply To Additional Insureds**

The most we will pay on behalf of the additional insured shown in the Schedule is the lesser of:

1. The limits of insurance specified in the written contract or written agreement; or
2. The Limits of Insurance shown in the Declarations.

Such amount shall be a part of and not in addition to Limits of Insurance shown in the Declarations and described in this Section.

**E. Duties Of Additional Insureds In The Event Of Occurrence, Offense, Claim Or Suit**

The Duties Condition in Section IV - Conditions is replaced by the following and applies to the additional insured shown in the Schedule:

**1. Notice Of Occurrence Or Offense**

The additional insured must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, notice should include:

- a. How, when and where the "occurrence" or offense took place;
- b. The names and addresses of any injured persons and witnesses; and
- c. The nature and location of any injury or damage arising out of the "occurrence" or offense.

**2. Notice Of Claim**

If a claim is made or "suit" is brought against the additional insured, the additional insured must:

- a. Immediately record the specifics of the claim or "suit" and the date received; and
- b. Notify us as soon as practicable.

The additional insured must see to it that we receive written notice of the claim or "suit" as soon as practicable.

**3. Assistance And Cooperation Of The Insured**

The additional Insured must:

- a. Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";
- b. Authorize us to obtain records and other information;
- c. Cooperate with us in the investigation or settlement of the claim or defense against the "suit"; and
- d. Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which this insurance may also apply.

**4. Obligations At The Additional Insureds Own Cost**

No additional insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.

**5. Additional Insureds Other Insurance**

If we cover a claim or "suit" under this Coverage Part that may also be covered by other insurance available to the additional insured, such additional insured must submit such claim or "suit" to the other insurer for defense and indemnity.

However, this provision does not apply to the extent that you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance.

**6. Knowledge Of An Occurrence, Offense, Claim Or Suit**

Paragraphs 1. and 2. applies to the additional insured only when such "occurrence", offense, claim or "suit" is known to:

- a. The additional Insured that is an individual;
- b. Any partner, if the additional insured is a partnership;
- c. Any manager, if the additional insured is a limited liability company;
- d. Any "executive officer" or insurance manager, if the additional insured is a corporation;
- e. Any trustee, if the additional insured is a trust; or
- f. Any elected or appointed official, if the additional insured is a political subdivision or public entity.

## F. Other Insurance

With respect to insurance provided to the additional insured shown in the Schedule, the Other Insurance Condition Section IV - Conditions is replaced by the following:

### 1. Primary Insurance

#### a. Primary Insurance When Required By Contract

This insurance is primary if you have agreed in a written contract or written agreement that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in 3. below.

#### b. Primary And Non-Contributory To Other Insurance When Required By Contract

If you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs a. and b. do not apply to other insurance to which the additional insured has been added as an additional insured or to other insurance described in paragraph 2. below.

### 2. Excess Insurance

This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:

#### a. Your Work

That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

#### b. Premises Rented To You

That is fire, lightning or explosion insurance for premises rented to you or temporarily occupied by you with permission of the owner;

#### c. Tenant Liability

That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises rented to you or temporarily occupied by you with permission of the owner;

#### d. Aircraft, Auto Or Watercraft

If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion g. of Section I - Coverage A - Bodily Injury And Property Damage Liability;

#### e. Property Damage to Borrowed Equipment Or Use Of Elevators

If the loss arises out of "property damage" to borrowed equipment or the use of elevators to the extent not subject to Exclusion j. of Section I - Coverage A - Bodily Injury And Property Damage Liability; or

#### f. When You Are Added As An Additional Insured To Other Insurance

That is any other insurance available to you covering liability for damages arising out of the premises or operations, or products and completed operations, for which you have been added as an additional insured by that insurance.

When this insurance is excess, we will have no duty under Coverages A or B to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

a. The total amount that all such other insurance would pay for the loss in the absence of this insurance; and

b. The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

### 3. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.



# SOLICITATION AMENDMENT

## Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Telephone (623) 773-7115  
Fax (623) 773-7118

Solicitation No P09-0064  
Description Fixed Building & Site Signage  
Amendment No One (1)  
Solicitation Due Date June 2, 2009  
Solicitation Due Time 5 00 PM

**Buyer: Christine Finney**

**A signed copy of this Amendment shall be received by the City of Peoria, Materials Management no later than the Solicitation Due Date and Time.**

1. The Solicitation due date has been extended to June 2, 2009 at 5:00 PM, Arizona Time

*All other provisions of this Solicitation shall remain in their entirety*

Vendor hereby acknowledges receipt and agreement with the amendment

[Signature] 5/28/09  
Signature Date

Robert Charette DIVISION  
Typed Name and Title manager

Motivational Systems Inc  
Company Name

7375 W Buckeye Rd Ste 110  
Address

Phoenix AZ 85043  
City State Zip

The above referenced Solicitation Amendment is hereby Executed

May 18, 2009

at Peoria, Arizona

[Signature]  
Christine Finney  
Buyer



**Materials Management  
Procurement**  
8314 West Cinnabar Street  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

July 13, 2009

*BAFO  
Request*

Motivational Systems Inc  
Attn: Bob Charette, Vice President, Division Manager  
7375 W Buckeye Road, Suite 110  
Phoenix, Arizona 85043

RE: City of Peoria Solicitation Number P09-0064  
Fixed Building & Site Signage

Dear Mr. Charette:

The City of Peoria is reviewing your proposal for the above referenced solicitation. The following items are required to further evaluate your proposal:

- Please clarify MSI's response on the Cost Matrix for common sign types, footnote, Mark Ups (Subcontractor 1.2% and Material 1.3%) by giving an example of \$1,000 plus the applicable markups.

Your written response will constitute the Best and Final Offer and should be submitted to my attention by 5:00p.m. Thursday July 16, 2009. The requested information may be sent via fax at (623) 773-7118 or e-mail at [christine.finney@peoriaaz.gov](mailto:christine.finney@peoriaaz.gov) but please still send the original via US Mail.

Sincerely,

A handwritten signature in cursive script that reads "Christine Finney".

Christine Finney, CPPB  
Buyer  
Materials Management

Christine: After reviewing your letter dated 7/13/09 here is the best way to clarify our response to the Cost Matrix for common sign types (See Example Below).

Typical Sign Bid:	Sub Contractor Mark-up	1.2%	Example of Bid: Sub Contractors
Cost	—\$200.00 X 1.2%	= \$240.00	
	Material Mark-up	1.3%	
Material Cost	-----\$300.00 X 1.3%	= \$390.00	
	Designer Time Cost	\$109.00 per hour	
Designers Time	-----0.75 hours X \$109.00	= \$81.75	
	Fabrication Time Cost	\$75.00 per hour	
Fabrication Time	-----2.5 hours X \$75.00	= \$187.50	
	Installation Time Cost	\$75.00 per hour	
Installation Time	-----1.75 hour X \$75.00	= \$131.25	
<b>Total Cost of Sign</b>	-----	<b>\$1,030.50</b>	

The principal and project manager expense is included with our mark-ups based on the example above the total cost to the City with this sign would be \$1,030.50 I hope this helps explain how MSI bids each sign or job. If you have any further question please call. Thank You for this opportunity

---

Below is the revised cost matrix representing our final offer.



# PRICE SHEET

Solicitation Number: P09-0064

## Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

### Cost Matrix for common sign types

Sign Type	Project Mgmt (\$)	Design (\$)	Materials & Fabrication (\$)	Install (\$)	Total Sign Cost (\$)
Office Sign 1 (COP-OFFICE-BB)	24.38	24.37	117.00	29.25	195.00
Office Sign 2 (COP-RVCUBE)	22.50	22.50	108.00	27.00	180.00
Restroom Sign 1 (COP-WOMEN-BB)	25.63	25.63	135.00	33.74	220.00
Restroom Sign 2 (COP-RVWOMEN)	25.00	25.00	132.00	33.00	215.00
Conference Sign 1 (COP-CONF-BB)	24.38	24.37	117.00	29.25	195.00
Conference Sign 2 (COP-RVCONF)	22.50	22.50	108.00	27.00	180.00
Dedication Plaque 1 (COP-DEDIC-LG)	190.00	190.00	920.00	232.00	1532.00
Interior Lettering (COP-INTLTR-LAM)	100.00	100.00	975.00	250.00	1425.00
Vinyl 1 (COP-FIRE1-BL)	10.63	10.63	51.00	12.75	85.00
Vinyl 2 (COP-SUITE-FR)	10.63	10.63	51.00	12.75	85.00
Building Address (COP-BLDGADDR-PC)	75.00	75.00	630.00	260.00	1030.00
Building Name (COP-BLDGNAME-SC)	150.00	150.00	375.00	580.00	2255.00
Tall Post & Panel (COP-PPTALL-1)	100.00	100.00	875.00	360.00	1435.00
Tall Monument (COP-MON2-SB)	750.00	750.00	6450.00	2500.00	10450.00

Additional Fees to be billed per project based on scope

\* Submittal Drawings

\*Permits and City Fees

\*Engineering Fees

Vendors:

\*Marzee Water Jet Service - Phoenix

\*Metal Arts Casting

Mark Ups

\*Subcontractor Mark Up 1.2%

\*Material Mark Up 1.3%



# PRICE SHEET

Solicitation Number: P09-0064

**Materials Management  
Procurement**  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

## Cost matrix for common raw materials

Raw Material	Unit of Measure (sf,lb,lf)	Average Cost per Unit of Measure (\$)	Vendor Comment
Aluminum Sheet (1/8" Thick)	sf	12.00	
Aluminum Sheet (1/2" Thick)	lb	2.65	
Aluminum Tube Shapes (Various Sizes)	lb	12.00	
Stainless Steel Sheet (1/2" Thick)	lb	44.00	
Colored Plexiglas (1/4" Thick)	sf	4.00	
Colored Adhesive Vinyl	sf	5.50	
Cast Bronze	lb		
	S/F	360.00	
Other			



# REQUEST FOR PROPOSAL

## INSTRUCTIONS TO OFFEROR

### Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

#### 1. PREPARATION OF PROPOSAL:

- a. All proposals shall be on the forms provided in this *Request For Proposal* package. It is permissible to copy these forms if required. Telegraphic (facsimile) or mailgram proposals will not be considered.
- b. The Offer and Contract Award document (COP Form 203) shall be submitted with an original ink signature by a person authorized to sign the offer.
- c. Erasures, interlineations, or other modifications in the proposal shall be initialed in original ink by the authorized person signing the Vendor Offer.
- d. If price is a consideration and in case of error in the extension of prices in the proposal, the unit price shall govern. No proposal shall be altered, amended, or withdrawn after the specified proposal due date and time.
- e. Periods of time, stated as a number of days, shall be calendar days.
- f. It is the responsibility of all Offerors to examine the entire *Request For Proposal* package and seek clarification of any item or requirement that may not be clear and to check all responses for accuracy before submitting a bid. Negligence in preparing a Proposal confers no right of withdrawal after proposal due date and time.

2. **INQUIRIES:** Any question related to the *Request For Proposal* shall be directed to the Buyer whose name appears on the front. The Offeror shall not contact or ask questions of the department for which the requirement is being procured. Questions should be submitted in writing when time permits. The Buyer may require any and all questions be submitted in writing at the Buyer's sole discretion. Any correspondence related to a *Request For Proposal* should refer to the appropriate *Request For Proposal* number, page, and paragraph number. However, the Offeror shall not place the *Request For Proposal* number on the outside of any envelope containing questions since such an envelope may be identified as a sealed proposal and may not be opened until after the official *Request For Proposal* due date and time.

3. **PROSPECTIVE OFFERORS CONFERENCE:** A prospective offerors conference may be held. If scheduled, the date and time of this conference will be indicated on the cover page of this document. The purpose of this conference will be to clarify the contents of this *Request For Proposal* in order to prevent any misunderstanding of the City's position. Any doubt as to the requirements of this *Request For Proposal* or any apparent omission or discrepancy should be presented to the City at this conference. The City will then determine if any action is necessary and may issue a written amendment to the *Request for Proposal*. Oral statements or instructions will not constitute an amendment to this *Request for Proposal*.

4. **LATE PROPOSALS:** Late Proposals will not be considered, except as provided by the **City of Peoria Procurement Code**. A vendor submitting a late proposal shall be so notified.

5. **WITHDRAWAL OF PROPOSAL:** At any time prior to the specified proposal due date and time, a Vendor (or designated representative) may withdraw the proposal. Telegraphic (facsimile) or mailgram proposal withdrawals will not be considered.

6. **AMENDMENT OF PROPOSAL:** Receipt of a Solicitation Amendment (COP Form 207) shall be acknowledged by signing and returning the document prior to the specified proposal due date and time.

7. **PAYMENT:** The City will make every effort to process payment for the purchase of goods or services within thirty (30) calendar days after receipt of goods or services and a correct notice of amount due, unless a good faith dispute exists as to any obligation to pay all or a portion of the account. Any proposal that requires payment in less than thirty (30) calendar days shall not be considered.

8. **NEW:** All items shall be new, unless otherwise stated in the specifications.

9. **DISCOUNTS:** Payment discount periods will be computed from the date of receipt of material/service or correct invoice, whichever is later, to the date Buyer's payment is mailed. Unless freight and other charges are itemized, any discount provided will be taken on full amount of invoice. Payment discounts of thirty (30) calendar days or more will be deducted from the proposal price in determining the low bid. However, the Buyer shall be entitled to take advantage of any payment discount offered by the Vendor provided payment is made within the discount period.

10. **TAXES:** The City of Peoria is exempt from Federal Excise Tax, including the Federal Transportation Tax. Sales tax, if any, shall be indicated as a separate item.

11. **VENDOR REGISTRATION:** After the award of a contract, the successful Vendor shall have a completed Vendor Registration Form (COP Form 200) on file with the City of Peoria Materials Management Division.

#### 12. AWARD OF CONTRACT:

- a. Unless the Offeror states otherwise, or unless provided within this *Request For Proposal*, the City reserves the right to award by individual line item, by group of line items, or as a total, whichever is deemed most advantageous to the City.
- b. Notwithstanding any other provision of this *Request For Proposal*, The City expressly reserves the right to:
  - (1) Waive any immaterial defect or informality or
  - (2) Reject any or all proposals, or portions thereof, or
  - (3) Reissue a *Request For Proposal*
- c. A response to a *Request For Proposal* is an offer to contract with the City based upon the terms, conditions and specifications contained in the City's *Request For Proposal* and the written amendments thereto, if any. Proposals do not become contracts unless and until they are accepted by the City Council. A contract is formed when written notice of award(s) is provided to the successful Offeror(s). The contract has its inception in the award document, eliminating a formal signing of a separate contract. For that reason, all of the terms and conditions of the procurement contract are contained in the *Request For Proposal*, unless modified by a Solicitation Amendment (COP Form 207) or a Contract Amendment (COP Form 217).



## STANDARD TERMS AND CONDITIONS

### Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

THE FOLLOWING TERMS AND CONDITIONS ARE AN EXPLICIT PART OF THE SOLICITATION AND ANY RESULTANT CONTRACT.

1. **CERTIFICATION:** By signature in the Offer section of the Offer and Contract Award page (COP Form 203), the Vendor certifies:
  - a. The submission of the offer did not involve collusion or other anti-competitive practices.
  - b. The Vendor shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11456.
  - c. The Vendor has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip favor, or service to a public servant in connection with the submitted offer. Failure to sign the offer, or signing it with a false statement, shall void the submitted offer or any resulting contracts, and the vendor may be debarred.
2. **GRATUITIES:** The City may, by written notice to the Contractor, cancel this contract if it is found by the City that gratuities, in the form of entertainment, gifts or otherwise, were offered or given by the Contractor or any agent or representative of the Contractor, to any officer or employee of the City with a view toward securing an order, securing favorable treatment with respect to the awarding, amending, or the making of any determinations with respect to the performing of such order. In the event this contract is cancelled by the City pursuant to this provision, the City shall be entitled, in addition to any other rights and remedies, to recover or withhold from the Contractor the amount of the gratuity. Paying the expense of normal business meals which are generally made available to all eligible city government customers shall not be prohibited by this paragraph.
3. **APPLICABLE LAW:** In the performance of this agreement, contractors shall abide by and conform to any and all laws of the United States, State of Arizona and City of Peoria including but not limited to federal and state executive orders providing for equal employment and procurement opportunities, the Federal Occupational Safety and Health Act and any other federal or state laws applicable to this agreement.

Contractor specifically understands and acknowledges the applicability to it of the Americans with Disabilities Act, the Immigration Reform and Control Act of 1986, and the Drug Free Workplace Act of 1989. In addition, if this agreement pertains to construction, Contractor must also comply with A.R.S. § 34-301, as amended (Employment of Aliens on Public Works Prohibited) and A.R.S. § 34-302, as amended (Residence Requirements for Employees).

Under the provisions of A.R.S. § 41-4401, Contractor hereby warrants to the City that Contractor and each of its subcontractors ("Subcontractors") will comply with, and are contractually obligated to comply with, all Federal immigration laws and regulations that relate to their employees and A.R.S. § 23-214(A) (hereinafter, "Contractor Immigration Warranty").

A breach of the Contractor Immigration Warranty shall constitute a material breach of this agreement and shall subject Contractor to penalties up to and including termination of this agreement at the sole discretion of the City. The City may, at its sole discretion, conduct random verification of the employment records of Contractor and any Subcontractors to ensure compliance with the Contractor Immigration Warranty. Contractor agrees to assist the City in regard to any random verifications performed.

Neither Contractor nor any Subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if Contractor or the Subcontractor establishes that it has complied with the employment verification provisions prescribed by §§ 274A and 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. § 23-214(A)

The provisions of this Paragraph must be included in any contract Contractor enters into with any Subcontractors who



## STANDARD TERMS AND CONDITIONS

### Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

provide services under this agreement or any subcontract. "Services" is defined as furnishing labor, time or effort in the State of Arizona by a contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real property.

Contractor warrants, for the term of this agreement and for six months thereafter, that it has fully complied with the requirements of the Immigration Reform and Control Act of 1986 and all related or similar legal authorities.

This contract shall be governed by the City and Contractor shall have all remedies afforded each by the Uniform Commercial Code, as adopted in the State of Arizona, except as otherwise provided in this contract or in statutes pertaining specifically to the City. This contract shall be governed by the laws of the State of Arizona and suit pertaining to this contract may be brought only in courts in the State of Arizona.

This contract is subject to the provisions of ARS §38-511; the City may cancel this contract without penalty or further obligations by the City or any of its departments or agencies if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the City or any of its departments or agencies, is at any time while the contract or any extension of the contract is in effect, an employee of any other party to the contract in any capacity or a consultant to any other party of the contract with respect to the subject matter of the contract.

4. **LEGAL REMEDIES:** All claims and controversies shall be subject to resolution according to the terms of the City of Peoria Procurement Code.
5. **CONTRACT:** The contract between the City and the Contractor shall consist of (1) the Solicitation, including instructions, all terms and conditions, specifications, scopes of work, attachments, and any amendments thereto, and (2) the offer submitted by the Vendor in response to the solicitation. In the event of a conflict in language between the Solicitation and the Offer, the provisions and requirements in the Solicitation shall govern. However, the City reserves the right to clarify, in writing, any contractual terms with the concurrence of the Contractor, and such written contract shall govern in case of conflict with the applicable requirements stated in the Solicitation or the Vendor's offer. The Solicitation shall govern in all other matters not affected by the written contract.
6. **CONTRACT AMENDMENTS:** This contract may be modified only by a written Contract Amendment (COP Form 217) signed by persons duly authorized to enter into contracts on behalf of the City and the Contractor.
7. **CONTRACT APPLICABILITY:** The Offeror shall substantially conform to the terms, conditions, specifications and other requirements found within the text of this specific Solicitation. All previous agreements, contracts, or other documents, which have been executed between the Offeror and the City are not applicable to this Solicitation or any resultant contract.
8. **PROVISIONS REQUIRED BY LAW:** Each and every provision of law and any clause required by law to be in the contract will be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party, the contract will forthwith be physically amended to make such insertion or correction.
9. **SEVERABILITY:** The provisions of this contract are severable to the extent that any provision or application held to be invalid shall not affect any other provision or application of the contract which may remain in effect without the invalid provision or application.
10. **RELATIONSHIP TO PARTIES:** It is clearly understood that each party will act in its individual capacity and not as an agent, employee, partner, joint venturer, or associate of the other. An employee or agent of one party shall not be deemed or construed to be the employee or agent of the other for any purpose whatsoever. The Contractor is advised that taxes or Social Security payments will not be withheld from any City payments issued hereunder and that the Contractor should make arrangements to directly pay such expenses, if any.



## STANDARD TERMS AND CONDITIONS

### Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

- 11. INTERPRETATION-PAROL EVIDENCE:** This contract represents the entire agreement of the Parties with respect to its subject matter, and all previous agreements, whether oral or written, entered into prior to this contract are hereby revoked and superseded by this contract. No representations, warranties, inducements or oral agreements have been made by any of the Parties except as expressly set forth herein, or in any other contemporaneous written agreement executed for the purposes of carrying out the provisions of this contract. This contract may not be changed, modified or rescinded except as provided for herein, absent a written agreement signed by both Parties. Any attempt at oral modification of this contract shall be void and of no effect.
- 12. ASSIGNMENT-DELEGATION:** No right or interest in this contract shall be assigned by Contractor without prior written permission of the City and no delegation of any duty of Contractor shall be made without prior written permission of the City.
- 13. SUBCONTRACTS:** No subcontract shall be entered into by the contractor with any other party to furnish any of the material, service or construction specified herein without the advance written approval of the City. The prime contractor shall itemize all sub-contractors which shall be utilized on the project. Any substitution of sub-contractors by the prime contractor shall be approved by the City and any cost savings will be reduced from the prime contractor's bid amount. All subcontracts shall comply with Federal and State laws and regulations which are applicable to the services covered by the subcontract and shall include all the terms and conditions set forth herein which shall apply with equal force to the subcontract and if the Subcontractor were the Contractor referred to herein. The Contractor is responsible for contract performance whether or not Subcontractors are used.
- 14. RIGHTS AND REMEDIES:** No provision in this document or in the vendor's offer shall be construed, expressly or by implication, as waiver by the City of any existing or future right and/or remedy available by law in the event of any claim of default or breach of contract. The failure of the City to insist upon the strict performance of any term or condition of the contract or to exercise or delay the exercise of any right or remedy provided in the contract, or by law, or the City's acceptance of and payment for materials or services, shall not release the Contractor from any responsibilities or obligations imposed by this contract or by law, and shall not be deemed a waiver of any right of the City to insist upon the strict performance of the Contract.
- 15. INDEMNIFICATION:** To the fullest extent permitted by law, the Contractor shall defend, indemnify and hold harmless the City, its agents, representatives, officers, directors, officials and employees from and against all claims, damages, losses and expenses (including but not limited to attorney fees, court costs, and the cost of appellate proceedings), relating to, arising out of, or alleged to have resulted from the acts, errors, mistakes, omissions, work or services of the Contractor, its employees, agents, or any tier of subcontractors in the performance of this Contract. Contractor's duty to defend, hold harmless and indemnify the City, its agents, representatives, officers, directors, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, or injury to, impairment, or destruction of property including loss of use resulting therefrom, caused by any acts, errors, mistakes, omissions, work or services in the performance of this Contract including any employee of the Contractor or any tier of subcontractor or any other person for whose acts, errors, mistakes, omissions, work or services the Contractor may be legally liable.
- The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.
- 16. OVERCHARGES BY ANTITRUST VIOLATIONS:** The City maintains that, in practice, overcharges resulting from antitrust violations are borne by the purchaser. Therefore, to the extent permitted by law, the Contractor hereby assigns to the City any and all claims for such overcharges as to the goods and services used to fulfill the Contract.
- 17. FORCE MAJEURE:** Except for payment for sums due, neither party shall be liable to the other nor deemed in default under this Contract if and to the extent that such party's performance of this Contract is prevented by reason of force Majeure. The term "*force majeure*" means an occurrence that is beyond the control of the party affected and occurs without



## STANDARD TERMS AND CONDITIONS

### Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

its fault or negligence. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; acts of terror, hate crimes affecting public order; riots; strikes; mobilization; labor disputes; civil disorders; fire; floods; lockouts, injunctions-intervention-acts, or failures or refusals to act by government authority; events or obstacles resulting from a governmental authority's response to the foregoing; and other similar occurrences beyond the control of the party declaring force majeure which such party is unable to prevent by exercising reasonable diligence. The force majeure shall be deemed to commence when the party declaring force majeure notifies the other party of the existence of the force majeure and shall be deemed to continue as long as the results or effects of the force majeure prevent the party from resuming performance in accordance with this Contract.

Force majeure shall not include the following occurrences:

- a. Late delivery of equipment or materials caused by congestion at a manufacturer's plant or elsewhere, an oversold condition of the market, inefficiencies, or similar occurrences.
- b. Late performance by a subcontractor unless the delay arises out of a force majeure occurrence in accordance with this Force Majeure term and Condition.

Any delay or failure in performance by either party hereto shall not constitute default hereunder or give rise to any claim for damages or loss of anticipated profits if, and to the extent that such delay or failure is caused by force majeure. If either party is delayed at any time in the progress of the work by force majeure, then the delayed party shall notify the other party in writing of such delay within forty-eight (48) hours commencement thereof and shall specify the causes of such delay in such notice. Such notice shall be hand delivered or mailed *Certified-Return Receipt* and shall make a specific reference to this article, thereby invoking its provisions. The delayed party shall cause such delay to cease as soon as practicable and shall notify the other party in writing. The time of completion shall be extended by contract modification for a period of time equal to the time that the results or effects of such delay prevent the delayed party from performing in accordance with this contract.

18. **RIGHT TO ASSURANCE:** Whenever one party to this contract in good faith has reason to question the other party's intent to perform he may demand that the other party give a written assurance of this intent to perform. In the event that a demand is made and no written assurance is given within five (5) days, the demanding party may treat this failure as an anticipatory repudiation of the Contract.
19. **RIGHT TO AUDIT RECORDS:** The City may, at reasonable times and places, audit the books and records of any Contractor as related to any contract held with the City. This right to audit also empowers the City to inspect the papers of any Contractor or Subcontractor employee who works on this contract to ensure that the Contractor or Subcontractor is complying with the Contractor Immigration Warranty made pursuant to Paragraph 3 above.
20. **RIGHT TO INSPECT PLANT:** The City may, at reasonable times, inspect the part of the plant or place of business of a Contractor or Subcontractor which is related to the performance of any contract as awarded or to be awarded.
21. **WARRANTIES:** Contractor warrants that all material, service or construction delivered under this contract shall conform to the specifications of this contract. Unless otherwise stated in Contractor's response, the City is responsible for selecting items, their use, and the results obtained from any other items used with the items furnished under this contract. Mere receipt of shipment of the material/service specified and any inspection incidental thereto by the City shall not alter or affect the obligations of the Contractor or the rights of the City under the foregoing warranties. Additional warranty requirements may be set forth in the solicitation.
22. **INSPECTION:** All material and/or services are subject to final inspection and acceptance by the City. Materials and/or services failing to conform to the specifications of this Contract will be held at Contractor's risk and may be returned to the Contractor. If so returned, all costs are the responsibility of the Contractor. The City may elect to do any or all:



## STANDARD TERMS AND CONDITIONS

### Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

- a. Waive the non-conformance.
- b. Stop the work immediately.
- c. Bring material into compliance.

This shall be accomplished by a written determination for the City.

- 23. TITLE AND RISK OF LOSS:** The title and risk of loss of material and/or service shall not pass to the City until the City actually receives the material or service at the point of delivery, unless otherwise provided within this Contract.
- 24. NO REPLACEMENT OF DEFECTIVE TENDER:** Every tender of materials shall fully comply with all provisions of the Contract. If a tender is made which does not fully conform, this shall constitute a breach of the Contract as a whole.
- 25. DEFAULT IN ONE INSTALLMENT TO CONSTITUTE TOTAL BREACH:** Contractor shall deliver conforming materials in each installment of lot of this Contract and may not substitute nonconforming materials. Delivery of nonconforming materials or a default of any nature, at the option of the City, shall constitute a breach of the Contract as a whole.
- 26. SHIPMENT UNDER RESERVATION PROHIBITED:** Contractor is not authorized to ship materials under reservation and no tender of a bill of lading will operate as a tender of the materials.
- 27. LIENS:** All materials, service or construction shall be free of all liens, and if the City requests, a formal release of all liens shall be delivered to the City.
- 28. LICENSES:** Contractor shall maintain in current status all Federal, State and Local licenses and permits required for the operation of the business conducted by the Contractor as applicable to this Contract.
- 29. PATENTS AND COPYRIGHTS:** All services, information, computer program elements, reports and other deliverables, which may be patented or copyrighted and created under this contract are the property of the City and shall not be used or released by the Contractor or any other person except with the prior written permission of the City.
- 30. PREPARATION OF SPECIFICATIONS BY PERSONS OTHER THAN CITY PERSONNEL:** All specifications shall seek to promote overall economy for the purposes intended and encourage competition and not be unduly restrictive in satisfying the City's needs. No person preparing specifications shall receive any direct or indirect benefit from the utilization of specifications, other than fees paid for the preparation of specifications.
- 31. COST OF BID/PROPOSAL PREPARATION:** The City shall not reimburse the cost of developing presenting or providing any response to this solicitation. Offers submitted for consideration should be prepared simply and economically, providing adequate information in a straightforward and concise manner
- 32. PUBLIC RECORD:** All offers submitted in response to this solicitation shall become the property of the City and shall become a matter of public record available for review, subsequent to the award notification, in accordance with the City's Procurement Code. However, subsequent to the award of the contract, any information and documents obtained by the City during the course of an audit conducted in accordance with Paragraph 19 above for the purpose of determining compliance by Contractor or a Subcontractor with the Contractor Immigration Warranty mandated by Paragraph 3 above shall remain confidential and shall not be made available for public review or produced in response to a public records request, unless the City is ordered or otherwise directed to do so by a court of competent jurisdiction.
- 33. ADVERTISING:** Contractor shall not advertise or publish information concerning this Contract, without prior written consent of the City.



## STANDARD TERMS AND CONDITIONS

### Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

- 34. DELIVERY ORDERS:** The City shall issue a Purchase Order for the material and/or services covered by this contract. All such documents shall reference the contract number as indicated on the Offer and Contract Award (COP Form 203).
- 35. FUNDING:** Any contract entered into by the City of Peoria is subject to funding availability. Fiscal years for the City of Peoria are July 1 to June 30. The City Council approves all budget requests. If a specific funding request is not approved, the contract shall be terminated
- 36. PAYMENT:** A separate invoice shall be issued for each shipment of material or service performed, and no payment will be issued prior to receipt of material and/or services and correct invoice.



## SPECIAL TERMS AND CONDITIONS

Solicitation Number: P09-0064

Materials Management  
Procurement  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

1. **Purpose:** Pursuant to provisions of the City Procurement Code, the City of Peoria, Materials Management Division intends to establish a contract for **Fixed Building and Site Signage**.
2. **Authority:** This Solicitation as well as any resultant contract is issued under the authority of the City. No alteration of any resultant contract may be made without the express written approval of the City Materials Manager in the form of an official contract amendment. Any attempt to alter any contract without such approval is a violation of the contract and the City Procurement Code. Any such action is subject to the legal and contractual remedies available to the City inclusive of, but not limited to, contract cancellation, suspension and/or debarment of the contractor.
3. **Offer Acceptance Period:** In order to allow for an adequate evaluation, the City requires an offer in response to this Solicitation to be valid and irrevocable for ninety (90) days after the opening time and date.
4. **Eligible Agencies:** Any contract resulting from this Solicitation shall be for the use of all City of Peoria departments, agencies and boards.
5. **Cooperative Purchasing:** Any contract resulting from this solicitation shall be for the use of the City of Peoria. In addition, specific eligible political subdivisions and nonprofit educational or public health institutions may also participate at their discretion. In order to participate in any resultant contract, a political subdivision or nonprofit educational or public health institution must have been invited to participate in this specific solicitation and the contractor must be in agreement with the cooperative transaction. In addition to cooperative purchasing, any eligible agency may elect to participate (piggyback) on any resultant contract; the specific eligible political subdivision, nonprofit educational or public health institution and the contractor must be in agreement.
6. **Contract Type:** Fixed Price Term Indefinite Quantity
7. **Term of Contract:** The term of any resultant contract shall commence on the date of award and shall continue for a period of one (1) year thereafter, unless terminated, cancelled or extended as otherwise provided herein.
8. **Contract Extension:** By mutual written contract amendment, any resultant contract may be extended for supplemental periods of up to a maximum of forty-eight (48) months
9. **Affirmative Action Report:** It is the policy of the City of Peoria that suppliers of goods or services to the City adhere to a policy of equal employment opportunity and demonstrate an affirmative effort to recruit, hire, and promote regardless of race, color, religion, gender, national origin, age or disability. The City of Peoria encourages diverse suppliers to respond to solicitations for products or services.
10. **Pre-Proposal Conference:** A conference will be held at the Municipal Office Complex, Materials Management Division:

**ADDRESS:** 9875 N 85<sup>th</sup> Ave  
Peoria, Arizona 85345  
Development & Community Service Building  
Point of View Room

**DATE:** May 18, 2009

**TIME:** 3:30 PM, Arizona Time

The purpose of this conference will be to clarify the contents of this Request For Proposal in order to prevent any misunderstanding of the City's position. Any doubt as to the requirements of this Request For Proposal or any apparent omission or discrepancy should be presented to the City at this conference. The City will then determine the appropriate



## SPECIAL TERMS AND CONDITIONS

Solicitation Number: P09-0064

Materials Management  
Procurement  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

action necessary, if any, and issue a written amendment to the Request For Proposal. Oral statements or instructions shall not constitute an amendment to this Request For Proposal

11. **Proposal Submittal Requirements:** Specific proposal submittal requirements are listed in the **Scope of Work, Section II.**
12. **Interview Guidelines:** During any requested interview, which would be scheduled in the future, be prepared to discuss your firm's proposal, staff assignments, project approach and other pertinent information. The presentation shall be approximately 15 minutes, allowing 45 minutes for a question and answer session. The Consultant's Project/Team Manager shall lead the presentation team and answer questions on behalf of the Consultant. If work involves a major sub-consultant, the firm's Project/Team Manager's presence may also be requested (by the City) at the interview.
13. **Evaluation:** In accordance with the City of Peoria Procurement Code, awards shall be made to the responsible offeror whose proposal is determined in writing to be the most advantageous to the City, based upon the evaluation criteria listed below. The evaluation factors are listed in their relative order of importance.
  - a. Capabilities and Project Approach.
  - b. Experience/Projects.
  - c. Specific Skills & Abilities.
  - d. Cost.
  - e. Conformance to Request for Technical Proposals.

The City reserves the right to consider historic information and facts, whether gained from the Offeror's proposal, questions and answer conferences, references, or other source and the views of the evaluator(s) with prior Contract or service delivery experience with any of the Offerors, while conducting the proposal evaluations.
14. **Discussions:** In accordance with the City of Peoria Procurement Code, after the initial receipt of proposals, discussions may be conducted with offerors who submit proposals determined to be reasonably susceptible of being selected for award.
15. **Proposal Opening:** Proposals shall be submitted at the time and place designated in the request for proposals. All information contained in the proposals shall be deemed as exempt from public disclosure based on the City's need to avoid disclosure of contents prejudicial to competing offerors during the process of negotiation. The proposals shall not be open for public inspection until after contract award. **PRICES SHALL NOT BE READ.** After contract award, the successful proposal and the evaluation documentation shall be open for public inspection.
16. **Performance Warranty:** Contractor warrants that the services rendered in performance will conform to the requirements and to the highest professional standards in the engineering field.
17. **Permits and Approvals:** Contractor agrees and undertakes to obtain necessary permits and approvals from all local, state and federal authorities for the project.
18. **Samples:** Samples of items, when requested, must be submitted within a reasonable period of time. Unless otherwise specified by the City of Peoria, Materials Management Division, samples will be furnished, at no expense to the City. They must be identified as to supplier, manufacturer, part number, model number, type, grade, applicable stock number, etc. If not destroyed by testing, samples will be returned at vendor's request and expense. If no instructions are received for their return, samples will be discarded 30 days after award date.
19. **Inspection:** All work shall be subject to inspection, surveillance, and test by the City at reasonable times during the performance. The Contractor shall provide and maintain an inspection system which is acceptable to the City.
20. **Document Ownership:** All materials/design materials (hardcopy or electronic), drawings, specifications, reports, and other data developed by the Consultant, its assigned employees or subconsultants pursuant to this Agreement shall become



## SPECIAL TERMS AND CONDITIONS

Solicitation Number: P09-0064

Materials Management  
Procurement  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

the property of the City of Peoria as prepared, whether delivered to the City of Peoria or not. Unless otherwise provided herein, all such data shall be delivered to the City of Peoria or its designee upon completion of the agreement or at such other times as the City of Peoria or its designee may request

21. **Investigation of Conditions:** The Contractor warrants and agrees familiarity of the work that is required, is satisfied as to the conditions under which is performed and enters into this contract based upon the Contractor's own investigation.
22. **Compensation:** Compensation for services shall be based upon fees negotiated, including all approved costs and expenses incurred in connection with the project; including but not limited to, telephone and other communications, reproduction of documents, special consultants (as approved by the City) and computer costs.
23. **Acceptance:** Determination of the acceptability of work shall be completed in a responsive and professional manner and in accordance with the specifications, schedules, or plans which are incorporated in the Scope of Work.
24. **Payments:** The City shall pay the Contractor monthly, based upon work performed and completion to date, and upon submission of invoices. All invoices shall document and itemize all work completed to date. The invoice statement shall include a record of time expended and work performed in sufficient detail to justify payment.
25. **Shipping Terms:** Prices shall be F.O.B. Destination to the delivery location designated herein. Contractor shall retain title and control of all goods until they are delivered and the contract of coverage has been completed. All risk of transportation and all related charges shall be the responsibility of the contractor. All claims for visible or concealed damage shall be filed by the contractor. The City will notify the contractor promptly of any damaged goods and shall assist the contractor in arranging for inspection.
26. **Insurance Requirements:** The Contractor, at Contractor's own expense, shall purchase and maintain the herein stipulated minimum insurance with companies duly licensed, possessing a current A.M. Best, Inc. Rating of A-, or approved unlicensed in the State of Arizona with policies and forms satisfactory to the City.

All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted; failure to do so may, at the sole discretion of the City, constitute a material breach of this Contract.

The Contractor's insurance shall be primary insurance as respects the City, and any insurance or self-insurance maintained by the City shall not contribute to it.

Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect coverage afforded under the insurance policies to protect the City.

The insurance policies, except Workers' Compensation, shall contain a waiver of transfer rights of recovery (subrogation) against the City, its agents, representatives, directors, officers, and employees for any claims arising out of the Contractor's acts, errors, mistakes, omissions, work or service.

The insurance policies may provide coverage which contain deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to the City under such policies. The Contractor shall be solely responsible for the deductible and/or self-insured retention and the City, at its option, may require the Contractor to secure payment of such deductibles or self-insured retentions by a Surety Bond or an irrevocable and unconditional letter of credit.

The City reserves the right to request and to receive, within 10 working days, certified copies of any or all of the herein required insurance policies and/or endorsements. The City shall not be obligated, however, to review same or to advise



## SPECIAL TERMS AND CONDITIONS

Solicitation Number: P09-0064

**Materials Management  
Procurement**  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

Contractor of any deficiencies in such policies and endorsements, and such receipt shall not relieve Contractor from, or be deemed a waiver of the City's right to insist on, strict fulfillment of Contractor's obligations under this Contract.

The insurance policies, except Workers' Compensation, required by this Contract, shall name the City, its agents, representatives, officers, directors, officials and employees as Additional Insureds.

### 27. Required Insurance Coverage:

#### a. Commercial General Liability

Contractor shall maintain Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence with a \$2,000,000 Products/Completed Operations Aggregate and a \$2,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage including, but not limited to, the liability assumed under the indemnification provisions of this Contract which coverage will be at least as broad as Insurance Service Office, Inc. Policy Form CG 00011093 or any replacements thereof. The coverage shall not exclude X, C, U.

Such policy shall contain a severability of interest provision, and shall not contain a sunset provision or commutation clause, nor any provision which would serve to limit third party action over claims.

The Commercial General Liability additional insured endorsement shall be at least as broad as the Insurance Service Office, Inc.'s Additional Insured, Form B, CG 20101185, and shall include coverage for Contractor's operations and products and completed operations.

Any Contractor subletting any part of the work, services or operations awarded to the Contractor shall purchase and maintain, at all times during prosecution of the work, services or operations under this Contract, an Owner's and Contractor's Protective Liability insurance policy for bodily injury and property damage, including death, which may arise in the prosecution of the Contractor's work, service or operations under this Contract. Coverage shall be on an occurrence basis with a limit not less than \$1,000,000 per occurrence, and the policy shall be issued by the same insurance company that issues the Contractor's Commercial General Liability insurance.

#### b. Automobile Liability

Contractor shall maintain Commercial/Business Automobile Liability insurance with a combined single limit for bodily injury and property damage of not less than \$1,000,000 each occurrence with respect to the Contractor's any owned, hired, and non-owned vehicles assigned to or used in performance of the Contractor's work. Coverage will be at least as broad as coverage code 1, "any auto", (Insurance Service Office, Inc. Policy Form CA 00011293, or any replacements thereof). Such insurance shall include coverage for loading and off loading hazards. If hazardous substances, materials or wastes are to be transported, MCS 90 endorsement shall be included and \$5,000,000 per accident limits for bodily injury and property damage shall apply.

#### c. Workers' Compensation

The Contractor shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work or services; and, Employer's Liability insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee, and \$500,000 disease policy limit.

#### d. Professional Liability

The Contractor retained by the City to provide the work or service required by this Contract will maintain Professional Liability insurance covering acts, errors, mistakes and omissions arising out of the work or services performed by the Contractor, or any person employed by the Contractor, with a limit of not less than \$1,000,000 each claim.

In case any work is subcontracted, the Contractor will require the Subcontractor to provide Workers' Compensation and Employer's Liability to at least the same extent as required of the Contractor.



## SPECIAL TERMS AND CONDITIONS

Solicitation Number: P09-0064

Materials Management  
Procurement  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax (623) 773-7118

28. **Certificates of Insurance:** Prior to commencing work or services under this Contract, Contractor shall furnish the City with Certificates of Insurance, or formal endorsements as required by the Contract, issued by Contractor's insurer(s), as evidence that policies providing the required coverages, conditions and limits required by this Contract are in full force and effect.

In the event any insurance policy(ies) required by this contract is(are) written on a "Claims made" basis, coverage shall extend for two years past completion and acceptance of the Contractor's work or services and as evidenced by annual Certificates of Insurance.

If a policy does expire during the life of the Contract, a renewal certificate must be sent to the City fifteen (15) days prior to the expiration date.

All Certificates of Insurance shall be identified with bid serial number and title. A \$25.00 administrative fee will be assessed for all certificates received without the appropriate bid serial number and title.

29. **Cancellation and Expiration Notice:** Insurance required herein shall not expire, be canceled, or materially changed without thirty (30) days prior written notice to the City.

30. **Independent Contractor:**

a. General

- i. The Contractor acknowledges that all services provided under this Agreement are being provided by him as an independent contractor, not as an employee or agent of the City Manager or the City of Peoria.
- ii. Both parties agree that this Agreement is nonexclusive and that Contractor is not prohibited from entering into other contracts nor prohibited from practicing his profession elsewhere.

b. Liability

- i. The City of Peoria shall not be liable for any acts of Contractor outside the scope of authority granted under this Agreement or as the result of Contractor's acts, errors, misconduct, negligence, omissions and intentional acts.
- ii. To the fullest extent permitted by law, the Contractor shall defend, indemnify and hold harmless the City, its agents, representatives, officers, directors, officials and employees from and against all claims, damages, losses and expenses (including but not limited to attorney fees, court costs, and the cost of appellate proceedings), relating to, arising out of, or alleged to have resulted from the acts, errors, mistakes, omissions, work or services of the Contractor, its employees, agents, or any tier of subcontractors in the performance of this Contract. Contractor's duty to defend, hold harmless and indemnify the City, its agents, representatives, officers, directors, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, or injury to, impairment, or destruction of property including loss of use resulting therefrom, caused by any acts, errors, mistakes, omissions, work or services in the performance of this Contract including any employee of the Contractor or any tier of subcontractor or any other person for whose acts, errors, mistakes, omissions, work or services the Contractor may be legally liable.

The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

c. Other Benefits

The Contractor is an independent contractor, therefore, the City Manager will not provide the Contractor with health insurance, life insurance, workmen's compensation, sick leave, vacation leave, or any other fringe benefits. Further, Contractor acknowledges that he is exempt from coverage of the Comprehensive Benefit and Retirement Act (COBRA). Any such fringe benefits shall be the sole responsibility of Contractor.



## SPECIAL TERMS AND CONDITIONS

Solicitation Number: P09-0064

Materials Management  
Procurement  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

31. **Key Personnel:** It is essential that the Contractor provide adequate experienced personnel, capable of and devoted to the successful accomplishment of work to be performed under this contract. The Contractor must agree to assign specific individuals to the key positions.
- The Contractor agrees that, once assigned to work under this contract, key personnel shall not be removed or replaced without written notice to the City.
  - If key personnel are not available for work under this contract for a continuous period exceeding 30 calendar days, or are expected to devote substantially less effort to the work than initially anticipated, the Contractor shall immediately notify the City, and shall, subject to the concurrence of the City, replace such personnel with personnel of substantially equal ability and qualifications.
32. **Unifier Project Management System:** Awarded vendors may be required to utilize the City's Project Management System, Unifier, for the management of business processes and information regarding the awarded contract. Unifier is an on-line application and will be made available to awarded vendors at no additional charge. Vendors will utilize Unifier to submit and process information to the City such as: Field Change Order Requests, RFI's, Submittals, Payment Applications, Meeting Minutes, etc. Training will be offered to the vendors at no additional charge.
33. **Confidential Information:**
- If a person believes that a bid, proposal, offer, specification, or protest contains information that should be withheld, a statement advising the Materials Supervisor of this fact shall accompany the submission and the information shall be identified.
  - The information identified by the person as confidential shall not be disclosed until the Materials Supervisor makes a written determination.
  - The Materials Supervisor shall review the statement and information and shall determine in writing whether the information shall be withheld.
  - If the Materials Supervisor determines to disclose the information, the Materials Supervisor shall inform the bidder in writing of such determination.
34. **Confidentiality of Records:** The contractor shall establish and maintain procedures and controls that are acceptable to the City for the purpose of assuring that information contained in its records or obtained from the City or from others in carrying out its functions under the contract shall not be used or disclosed by it, its agents, officers, or employees, except as required to efficiently perform duties under the contract. Persons requesting such information should be referred to the City. Contractor also agrees that any information pertaining to individual persons shall not be divulged other than to employees or officers of contractor as needed for the performance of duties under the contract.
35. **Ordering Process:** Upon award of a contract by the City of Peoria, Materials Management Division may procure the specific material and/or service awarded by the issuance of a purchase order to the appropriate contractor. The award of a contract shall be in accordance with the City of Peoria Procurement Code and all transactions and procedures required by the Code for public bidding have been complied with. A purchase order for the awarded material and/or service that cites the correct contract number is the only document required for the department to order and the contractor to deliver the material and/or service.
- Any attempt to represent any material and/or service not specifically awarded as being under contract with the City of Peoria is a violation of the contract and the City of Peoria Procurement Code. Any such action is subject to the legal and contractual remedies available to the City inclusive of, but not limited to, contract cancellation, suspension and/or debarment of the contractor



## SPECIAL TERMS AND CONDITIONS

Solicitation Number: P09-0064

Materials Management  
Procurement  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

36. **Billing:** All billing notices to the City shall identify the specific item(s) being billed and the purchase order number. Items are to be identified by the name, model number, and/or serial number most applicable. Any purchase/delivery order issued by the requesting agency shall refer to the contract number resulting from this solicitation.

37. **Licenses:** Contractor shall maintain in current status all Federal, State and Local licenses and permits required for the operation of the business conducted by the Contractor.

38. **Cancellation:** The City reserves the right to cancel the whole or any part of this contract due to failure by the contractor to carry out any obligation, term or condition of the contract. The City will issue written notice to the contractor for acting or failing to act as in any of the following:

- a. The contractor provides material that does not meet the specifications of the contract;
- b. The contractor fails to adequately perform the services set forth in the specifications of the contract;
- c. The contractor fails to complete the work required or to furnish the materials required within the time stipulated in the contract;
- d. The contractor fails to make progress in the performance of the contract and/or gives the City reason to believe that the contractor will not or cannot perform to the requirements of the contract.

Upon receipt of the written notice of concern, the contractor shall have ten (10) days to provide a satisfactory response to the City. Failure on the part of the contractor to adequately address all issues of concern may result in the City resorting to any single or combination of the following remedies:

- a. Cancel any contract;
- b. Reserve all rights or claims to damage for breach of any covenants of the contract;
- c. Perform any test or analysis on materials for compliance with the specifications of the contract. If the results of any test or analysis find a material non-compliant with the specifications, the actual expense of testing shall be borne by the contractor;
- d. In case of default, the City reserves the right to purchase materials, or to complete the required work in accordance with the City Procurement Code. The City may recover any actual excess costs from the contractor by:
  - i. Deduction from an unpaid balance;
  - ii. Any combination of the above or any other remedies as provided by law.

39. **Project Travel Reimbursable Expenses:** Travel expenses of any kind are not allowed as part of the contract.



## SCOPE OF WORK

Solicitation Number: P09-0064

### Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

### I. Scope of Work

The City desires to establish a term contract with a qualified and experienced vendor(s) to provide quality building signage.

#### Capabilities/Approach

- The signage vendor shall have the design, fabrication, and installation of fixed building and site signage as its core business purpose.
- Any strategic partnerships (outsourcing) for design, fabrication, or installation shall be fully revealed in the signage vendor's response.
- Design, fabrication, and installation services must all be conducted from the signage vendor's (or disclosed partner's) established business location in the Phoenix metropolitan area.

#### Experience & Similar Projects/References

- The signage vendor shall possess a minimum of 5 years of experience in the design, fabrication, and installation of fixed building and site signage for large corporate and/or institutional clients.
- The signage vendor shall demonstrate a history of repeat business from satisfied large corporate and/or institutional clients. Demonstration may include a list of current references, client reference letters, and/or project listings, which clearly illustrates repeat commissions.

#### Specific Skills and Abilities

- The signage vendor shall describe their skills and abilities in the following areas:
  - Signage design
  - Project management (vendor – client)
  - Project management (internal)
  - Metal fabrication including:
    - Shaping
    - Welding
    - Water jetting
    - Etching
    - Casting
    - Other
  - Plastics fabrication including:
    - Computerized routing / cutting
    - Raised photopolymer
    - Engraving
    - Braille inlay



## SCOPE OF WORK

Solicitation Number: P09-0064

### Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

- Computer cut vinyl appliqué
- Painting for metal and plastics fabrications

### Rates and Pricing

• The signage vendor shall provide fully burdened billable rates for the following positions within the signage vendor's operation.

- Principal
- Project Manager
- Designer
- Fabricator
- Installer

• Billable rates shall be used to gain an understanding of the firm's labor cost structure and may not be the sole basis for the pricing of any specific signage commission.

• The signage vendor shall complete the attached cost matrix for common sign types and a cost matrix for common raw materials. (see attached signage samples)

## II. Submittal Requirements

### A. Project Capabilities & Approach

- Present a proposed method of satisfying the requirements of the Scope of Work, as specified herein on a point-by-point basis. The method of approach should include a written narrative to demonstrate the firm's ability to satisfy the Scope of Work. The language of the written narrative should be straightforward and limited to facts, and solutions to problems and plans of proposed action. Include a step-by-step process from when the City calls to order a sign to final delivery and or installation of the sign. Approach should include services done in house and services provided by a partner or sub-consultant along with the location of the office performing the services.

### B. Experience & Similar Projects/References

- Provide a brief history of the firm and its experience in design, fabrication and installation of fixed building and site signage.
- Provide a brief history of the firm and its experience in design, fabrication and installation of fixed building and site signage for large corporate and/or institutional clients.
- The signage vendor shall demonstrate a history of repeat business from satisfied large corporate and/or institutional clients. Demonstration may include a list of current references, client reference letters, and/or project listings which clearly illustrates repeat commissions.



## SCOPE OF WORK

Solicitation Number: P09-0064

### Materials Management

#### Procurement

8314 West Cinnabar Avenue

Peoria, Arizona 85345-6560

Phone: (623) 773-7115

Fax: (623) 773-7118

- Provide three references a minimum of three (3) references from projects of similar size and scope that the Materials Management Division may contact. (see attached form)

### C. Specific Skills & Abilities

- Provide information on those individuals assigned to work with the City of Peoria including a description of their experience. Specifically, identify one dedicated manager (main contact) and his/her qualifications, including but not limited to years employed with the firm, experience, and training. Include qualifications, certifications, and background checking information.
- The signage vendor shall describe their skills and abilities in the following areas:
  - Signage design
  - Project management (vendor – client)
  - Project management (internal)
  - Metal fabrication including:
    - Shaping
    - Welding
    - Water jetting
    - Etching
    - Casting
    - Other
  - Plastics fabrication including:
    - Computerized routing / cutting
    - Raised photopolymer
    - Engraving
    - Braille inlay
    - Computer cut vinyl appliqué
  - Painting for metal and plastics fabrications

### D. Cost

- Provide Cost inclusive of all time and materials necessary to complete the Plan and produce the desired deliverable, also include markup fee (if any) for any materials and consumables or a price list for any consumables.
- Provide fully burdened billable rates for the following positions and or any other positions within your operation.
  - Principal
  - Project Manager
  - Designer
  - Fabricator
  - Installer
- Complete the cost matrix for common sign types & cost matrix for common raw materials. (see attachment)



## SCOPE OF WORK

Solicitation Number: **P09-0064**

### Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

- Provide breakout of any additional costs not included in rates as stated above. Including but not limited to, consumables or additional services. Travel expenses of any kind are not allowed as part of the contract.

### III. Proposal Format

Proposals shall be submitted in one (1) original and four (4) copies on the forms and in the format as stated. Proposals shall be on 8 1/2" & 11" paper with the text on one side only. *Please do not bind the original.*

### IV. Proposal Submittal and Contact Information

Proposals shall be submitted in one (1) original and five (5) copies and shall be delivered to:  
City of Peoria  
Attn: Materials Management  
RFP# P09-0064, Building Signage  
8314 W. Cinnabar Ave  
Peoria, Arizona 85345

The proposal shall be due no later than **5:00 p.m.** on May 28, 2009.

All questions regarding the proposal should be directed to Christine Finney at [christine.finney@peoriaaz.gov](mailto:christine.finney@peoriaaz.gov).



# PRICE SHEET

Solicitation Number: P09-0064

## Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-0560  
Phone. (623) 773-7115  
Fax (623) 773-7118

### Cost Matrix for common sign types

Sign Type	Project Mgmt (\$)	Design (\$)	Materials & Fabrication (\$)	Install (\$)	Total Sign Cost (\$)
Office Sign 1 (COP-OFFICE-BB)	24.38	24.37	117.00	29.25	195.00
Office Sign 2 (COP-RVCUBE)	22.50	22.50	108.00	27.00	180.00
Restroom Sign 1 (COP-WOMEN-BB)	28.13	28.12	135.00	33.75	225.00
Restroom Sign 2 (COP-RVWOMEN)	27.50	27.50	132.00	33.00	220.00
Conference Sign 1 (COP-CONF-BB)	24.38	24.37	117.00	29.25	195.00
Conference Sign 2 (COP-RVCONF)	22.50	22.50	108.00	27.00	180.00
Dedication Plaque 1 (COP-DEDIC-LG)	193.75	193.75	930.00	232.00	1550.00
Interior Lettering (COP-INTLTR-LAM)	209.38	209.38	1005.00	251.25	1075.00
Vinyl 1 (COP-FIRE1-BL)	10.63	10.63	51.00	12.75	85.00
Vinyl 2 (COP-SUITE-FR)	10.63	10.63	51.00	12.75	85.00
Building Address (COP-BLDGADDR-PC)	79.13	79.12	633.00	263.75	1055.00
Building Name (COP-BLDGNAME-SC)	174.38	174.38	1395.00	581.25	2325.00
Tall Post & Panel (COP-PPTALL-1)	111.00	111.00	888.00	370.00	1480.00
Tall Monument (COP-MON2-SB)	804.38	804.37	6435.00	2681.25	10,725.00

Replaced with B AFD

Additional Fees to be billed per project based on scope

- \* Submittal Drawings
- \* Permits and City Fees
- \* Engineering Fees
- Vendors
- \* Marzee Water Jet Service - Phoenix
- \* Metal Arts Casting
- Mark Ups
- \* Subcontractor Mark Up 1 2%
- \* Material Mark Up 1 3%



# QUESTIONNAIRE

Solicitation Number: P09-0064

**Materials Management  
Procurement**  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone (623) 773-7115  
Fax (623) 773-7118

**Please list a minimum of three (3) Owner references from projects of similar size and scope whom the Materials Management Division may contact:**

1. Company: Hilton  
 Contact: Angela Perry Phone: 619-236-3362  
 Address: 1129 Broadway, San Diego CA 92101  
 Project Name: Hilton San Diego Convention Center  
 Project Description: Interior an Exterior Wayfinding Signage  
 Project Cost: \$650,000 00

2. Company: Reno Contracting  
 Contact: Kyle Ngyen Phone: 619-520-3878  
 Address: 1450 Frazee Rd Suite 100 San Diego, CA 92108  
 Project Name: Resmed  
 Project Description: Interior & Exterior Wayfinding Signage  
 Project Cost: \$260,000

3. Company: University of California  
 Contact: Julie Lynn Phone: 949-824-2352  
 Address: University of California Irvine  
 Project Name: University of California Wayfinding  
 Project Description: Interior \$ Exterior Wayfinding Signage  
 Project Cost: \$150,000



# QUESTIONNAIRE

Solicitation Number: P09-0064

**Materials Management  
Procurement**  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone (623) 773-7115  
Fax (623) 773-7118

Has your firm been certified by any jurisdiction in Arizona as a minority or woman owned business enterprise? Yes \_\_\_\_\_, No x \_\_\_\_\_.

If yes, please provide details and documentation of the certification.



Attach a copy of your Business License to your bid submittal.

----- IMPORTANT NOTICE -----  
YOU MUST

- REPORT DISSOCIATION OF QUALIFYING PARTY IN WRITING WITHIN 15 DAYS [SEE A R S § 32-1154(A)(19) AND § 32-1151 01]
- REPORT A CHANGE OF ADDRESS IN WRITING WITHIN 30 DAYS [SEE A R S § 32-1122(B)(1)]
- REPORT ANY TRANSFER OF OWNERSHIP OF 50% OR MORE IMMEDIATELY [SEE A R S § 32 1151 01]
- REPORT ANY CHANGE IN LEGAL ENTITY SUCH AS ANY CHANGE IN THE OWNERSHIP OF SOLE PROPRIETORSHIP OR CHANGE OF A PARTNER IN A PARTNERSHIP OR THE CREATION OF A NEW CORPORATE ENTITY (SEE RULE R4-9 110)

MOTIVATIONAL SYSTEMS INC  
2200 CLEVELAND AVE  
NATIONAL CITY CA 91950-6490

## THIS IS YOUR IDENTIFICATION CARD DO NOT DESTROY



CORP

LICENSE EFFECTIVE THROUGH  
STATE OF ARIZONA MAY 2009  
Registrar of Contractors CERTIFIES THAT



MOTIVATIONAL SYSTEMS INC

CONTRACTORS LICENSE NO ROC090213 CLASS L-38  
SIGNS

COMMERCIAL ONLY

THIS CARD MUST BE  
PRESENTED UPON DEMAND

*Indelino V. Mariscal*  
DIRECTOR



# Arizona Registrar of Contractors



[ROC Home](#)   
 [Search by Name](#)   
 [Search by License](#)

**VIEW BOND DETAIL**

*The data supplied below is based on your specific request(s) and is correct to the best of our knowledge as of the date and time it was extracted from our data files. The information is provided without personal research or analysis. The data is subject to change on a daily basis. If this information is required for legal purposes, you may request an affidavit or certified copies for a fee as specified in A.R.S. 32-1104A3. Please read our Standard Disclaimer at [www.azroc.gov/Legal/Disclaim.html](http://www.azroc.gov/Legal/Disclaim.html)*

## License Information ROC090213

Jul 17, 2009 2:42:12 PM

*Please note: The company or individuals listed on this license may hold other Arizona contracting licenses. To view information, status and complaint history for the past two years on other licenses held, go to the **License Inquiry** page and do a "Company Name and Personnel" search by entering the name of the company or individuals listed on the license.*

### Company Name: **MOTIVATIONAL SYSTEMS INC**

License Status: **CURRENT**                      Status Date:

Action:

Status Narrative:

Additional Information:

SUSP 6/1/09-6/12/09 RENEWAL

Address:                      2200 CLEVELAND AVE  
                                     NATIONAL CITY, CA 91950-6490

Phone Number:            602- -

Former Company Name:

Date of Name Change:

License Number:            ROC090213

License Class:              L-38    COMMERCIAL  
                                     SIGNS

License Entity:             CORPORATION

License Issue Date: 6/25/1991    Renewed Date: 6/12/2009    Renewed Thru: 5/31/2011

### Qualifying Party Information: (Last name listed first)

EXEMPT

Position:

Date Qualified: 7/ 1/1997

### Principal Information: (Last name listed first)

YOUNG ROBERT DALE , PRES

JORDAN JOSEPH JOHN , VP

YOUNG ANTONY FRANCIS , SEC

COWAN DAVID DALE , VP

COWAN DAVID DALE , RESIGN QP , 7/ 1/1997

### Complaint Information:

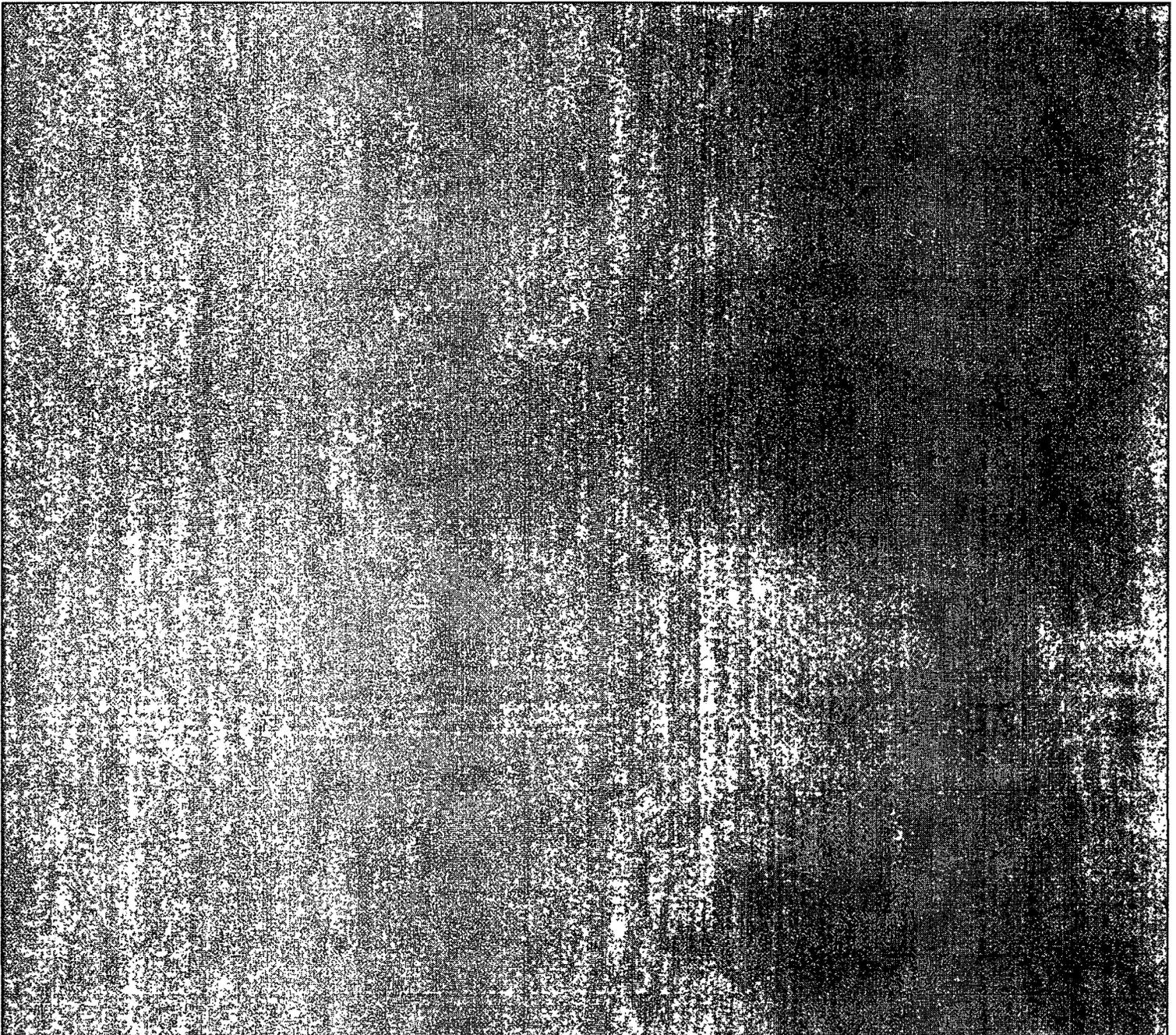
Complaints against this contractor are listed below. Complaints that were cancelled, resolved or settled without a corrective work order or dismissed are not included.

Contact the Registrar of Contractors at 602-542-1525 or toll-free statewide at 1-888-271-9286 to identify the ROC office location you need to visit to view complete complaint documentation

- Open:** 0 This is the number of complaints against this contractor that are currently open except those in which an agency inspection has not occurred or a violation was not found. Upon adjudication some complaints are found to be without merit and are dismissed.
  
- Closed:**
- Disciplined:** 0 This is the number of complaints against this contractor that resulted in discipline being imposed after an administrative hearing or default because of a violation(s) of state contracting law.
  
- Resolved/Settled/Withdrawn:** 0 This is the number of complaints closed against this contractor that were resolved or settled by the contractor or withdrawn by the complainant after issuance of a corrective work order or formal citation.
  
- Denied Access:** 0 This is the number of complaints against this contractor that were closed without corrective work being performed because the contractor was denied access by the complainant.
  
- Bankruptcy:** 0 This is the number of complaints against this contractor that were closed because the contractor is in bankruptcy.

[Terms of Use](#) | [Privacy Policy](#) | [Contact Us](#)

Copyright 2005 Arizona Registrar of Contractors, All Rights Reserved

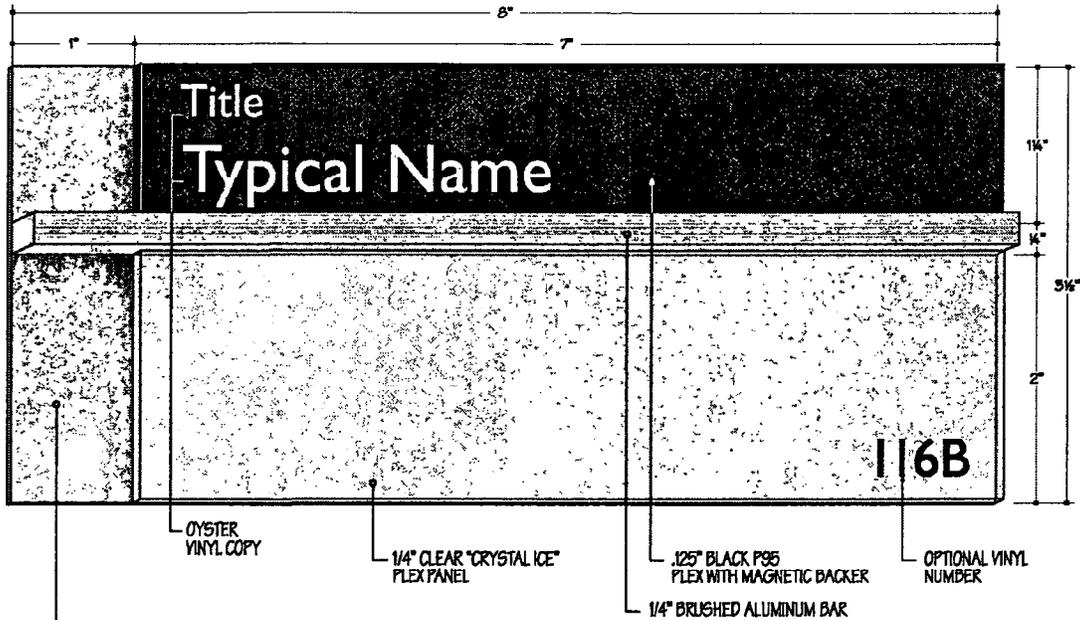




# Attachment A

**Materials Management  
Procurement**  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

Solicitation Number: P09-0064



1/8" PLEX  
(SIDES PAINTED SILVER)  
FACED WITH  
"SQUIGGLES" LAMINATE

OYSTER  
VINYL COPY

1/4" CLEAR "CRYSTAL ICE"  
PLEX PANEL

.125" BLACK P35  
PLEX WITH MAGNETIC BACKER

OPTIONAL VINYL  
NUMBER

1/4" BRUSHED ALUMINUM BAR

Interior Wall Mounted Office Sign with Removable Nameplate  
Interior Cube Mounted Office Sign with Hanger  
Interior Desk Mounted Office Sign with Desk Stand

- COP-OFFICE-PB**
- COP-OFFICE-BB**
- COP-CUBE-PB**
- COP-CUBE-BB**
- COP-DESK-PB**
- COP-DESK-BB**



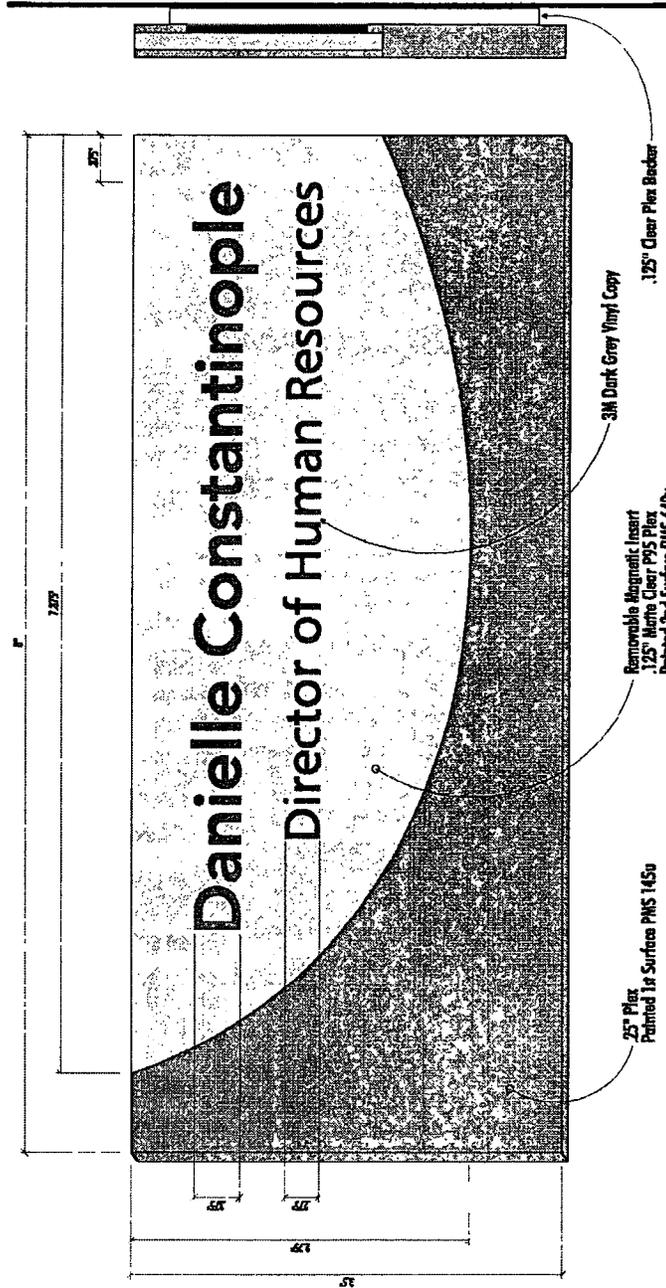


# Attachment A

Solicitation Number: P09-0064

## Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118



Removable Magnetic Insert  
.125" Alpha Clear P93 Plex  
Painted 2nd Surface PMS 649b

.25" Plex  
Painted 1st Surface PMS 145a

- Ho-Vista Rec Center Interior Wall Mounted Office Sign with removable Nameplate
- Ho-Vista Rec Center Cube Mounted Office Sign with removable Nameplate with Hanger
- Ho-Vista Rec Center Desk Mounted Office Sign with removable Nameplate with Desk Stand

**COP-RVOFFICE  
COP-RVDESK  
COP-RVCUBE**

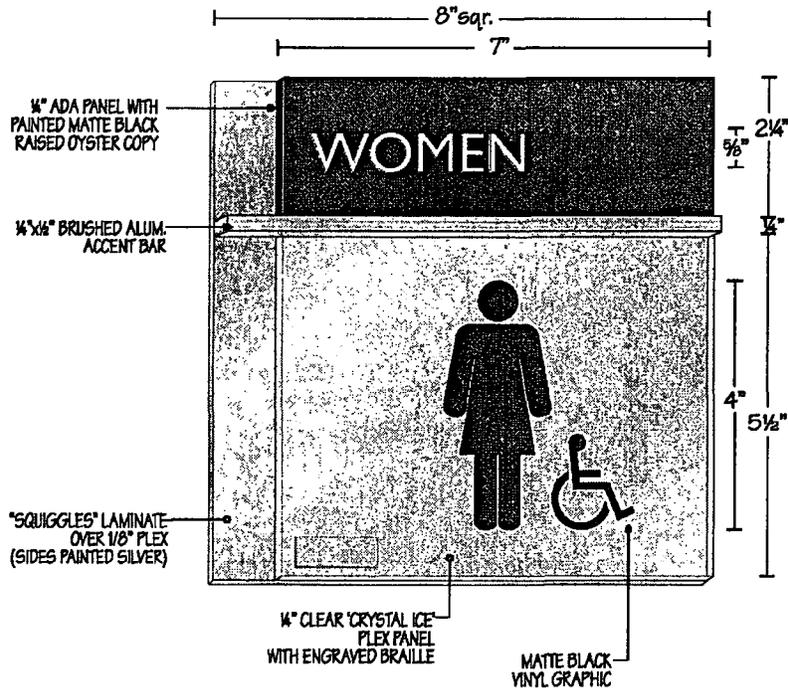




# Attachment A

Solicitation Number: P09-0064

Materials Management  
Procurement  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118



Interior Wall Mounted ADA Women's Restroom



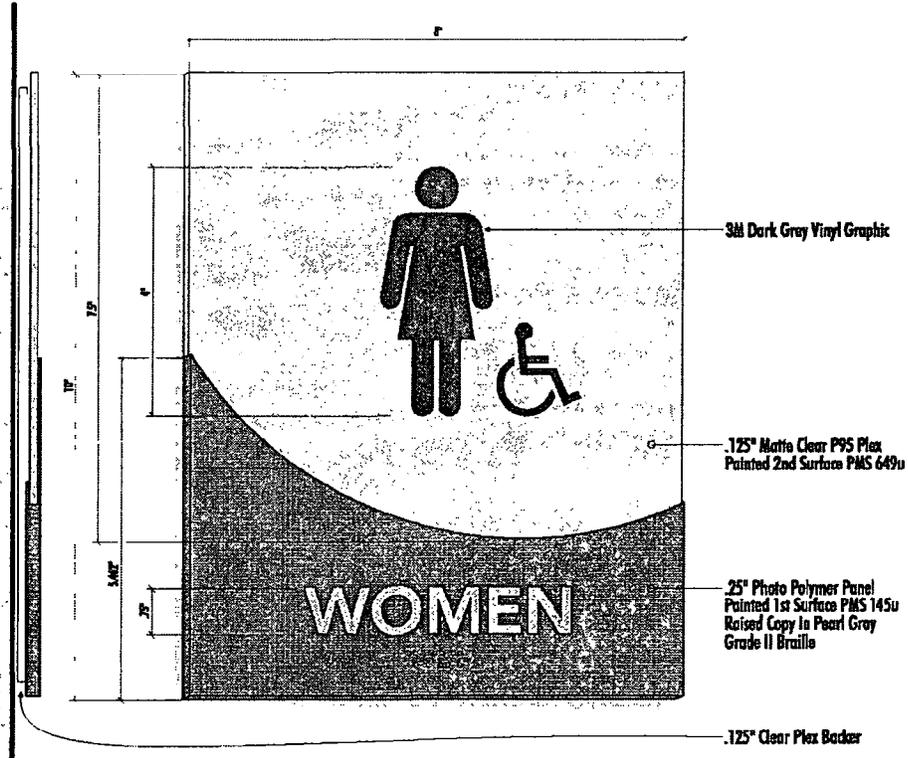
**COP-WOMEN-PB**  
**COP-WOMEN-BB**



# Attachment A

Solicitation Number: P09-0064

**Materials Management  
Procurement**  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118



Rio Vista Rec Center Interior Wall Mounted ADA Women's Restroom



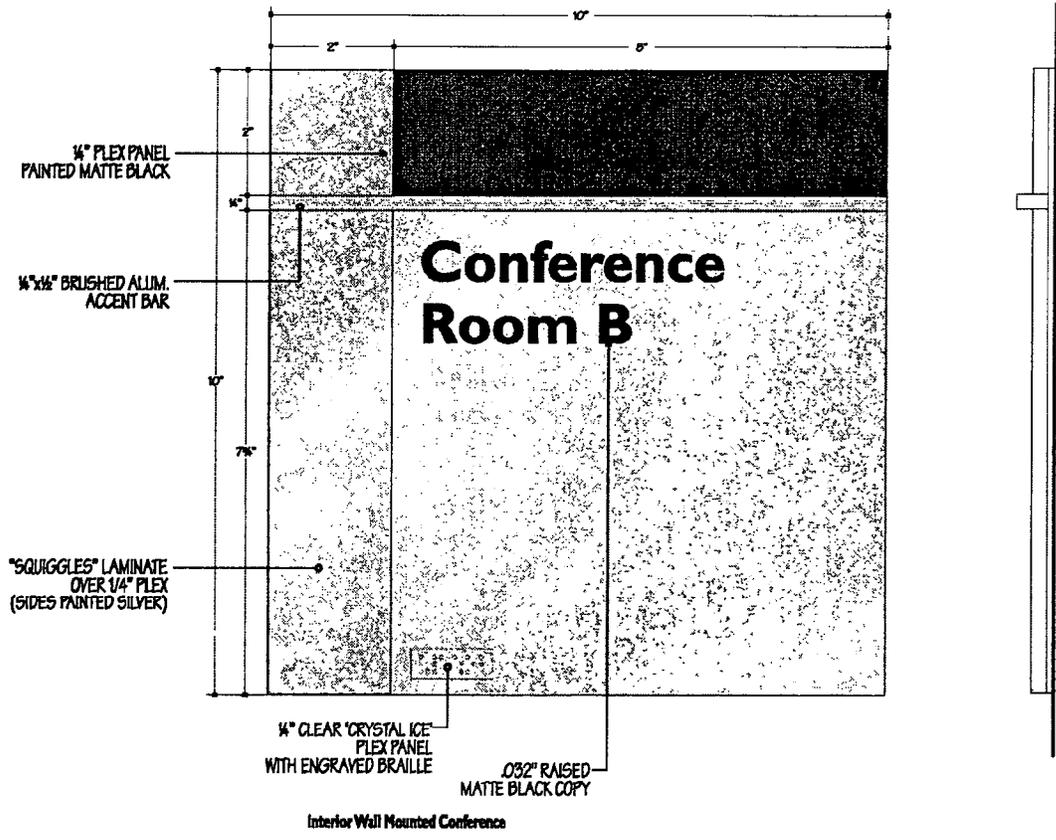
**COP-RYWOMEN**



# Attachment A

Solicitation Number: P09-0064

**Materials Management  
Procurement**  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118



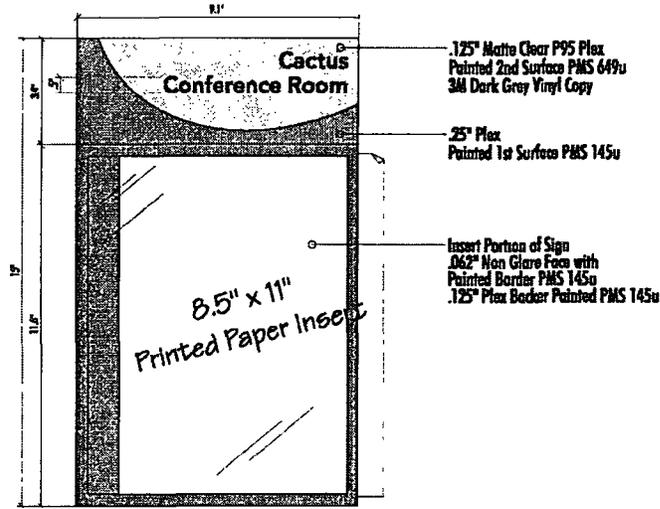
**COP-CONF-PB  
COP-CONF-BB**



# Attachment A

Solicitation Number: P09-0064

**Materials Management  
Procurement**  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118



Rio Vista Rec Center Interior Wall Mounted Conference With Schedule Holder



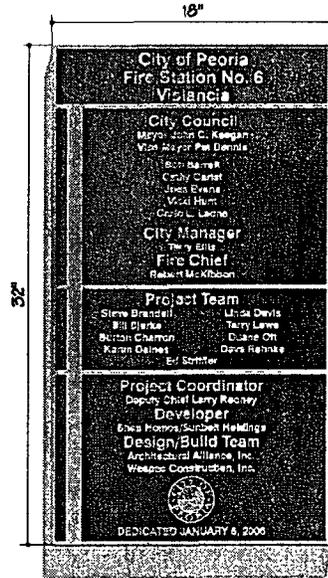
**COP-RVCONF**



# Attachment A

Solicitation Number: P09-0064

**Materials Management  
Procurement**  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118



Dedication Plaque



COP-DEDIC-LG

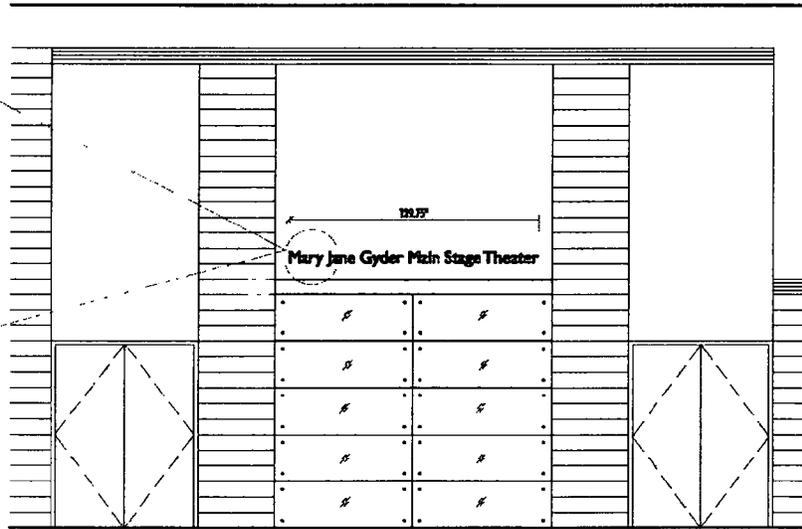
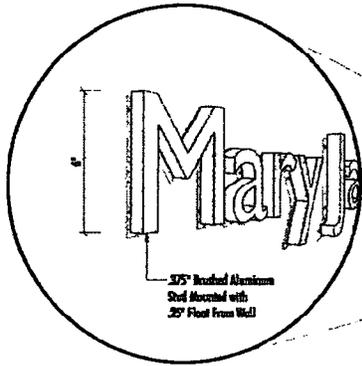


# Attachment A

Solicitation Number: P09-0064

## Materials Management Procurement

8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118



Solid Cut or Laminated Face Interior Wall Mounted Lettering



**COP-INTLTR-SC**  
**COP-INTLTR-LAM**



## Attachment A

Solicitation Number: P09-0064

**Materials Management  
Procurement**  
8314 West Cinnabar Avenue  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

8" PEORIA FIRE STATION NO.6  
11' - 10 5/8"  
375 ALUMINUM



**COP-BLDGNAME-SC**

June 2, 2009

Christine Finney  
Materials Management  
City of Peoria  
8314 West Cinnabar Avenue  
Peoria, AZ 85345

Dear Ms Finney

It was a pleasure meeting you during the pre-proposal conference. The fixed building and site signage opportunity for the City of Peoria is a perfect fit for Motivational Systems, Inc (MSI)

MSI has more than 34 years experience designing, programming, fabricating and installing sign systems and currently partners with many municipalities. MSI brings many unique capabilities and capacities to the table including:

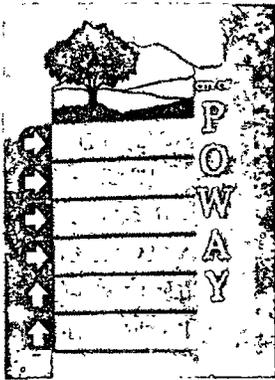
- **Proven Abilities:** Proven track-record designing, fabricating, delivering and installing fixed building and site signage for municipalities, large corporate entities and institutional clients
- **Sign System Design:** Full team of graphic designers who specialize in creating a unified, cohesive and seamless look to the signage and wayfinding while achieving regulatory compliance
- **Production Art:** An in-house production art team which can make the sign system production ready if already designed
- **Delivery:** Fleet of MSI delivery trucks run from MSI's Phoenix Division
- **Fabrication:** 14,500 square foot production facility in Phoenix, 26,200 square foot production facility in Las Vegas which specializes in metal fabrication; 41,000 square foot centralized production facility in San Diego; and seven additional regional divisions with production facilities
- **Long-term Subcontractor Relationships:** For any work that would be more efficient to subcontract, MSI has reliable resources located in Arizona
- **Certified Installation Team:** Certified installation team located in Phoenix
- **Graphics Fabrication:** High-quality, large format graphics printers with quick turn-around
- **Green Building Techniques:** LEED Accredited Professional

MSI is committed to provide the services described in the Request for Proposal utilizing our staff of approximately 150 full-time and 1,000 on-call personnel, including the key personnel outlined in this submission.

Thank you again for the opportunity to share our qualifications and we look forward to working with you on this exciting project.

Sincerely,

Bob Charette  
Vice President/Division Manager  
Office (623) 936-2680 ☐ Cell (602) 670-4370  
rcharette@motivational.com



# Project Capabilities & Approach

Motivational Systems has become an industry leader largely because of its systematic approach. We are able to design the City's signs, fabricate, deliver and install. Our design and production departments work very closely together from the initial stages, creating a synergy and allowing us to provide quality products exactly as they were envisioned. All communication will be conveyed directly through the assigned Project Director Bob Charette and he will appoint a Project Manager for the duration of the project.

MSI can develop a comprehensive and complete sign system, based on the signage needs of the City, that is well targeted, well integrated, clearly organized, appealing and effective. MSI can also produce small jobs as well.

**THE DESIGN PROCESS:** The first and most important step is to immerse ourselves into the environment. We have a distinct advantage since our offices are in Arizona. We will become thoroughly familiar with the character of the City. We will also become intimate with the intent of your program so that we may satisfy the program's goals and objectives on all levels.

Next, we will identify all of the components of the program. We will determine the flow into and throughout the City as well as identify locations and the nature of any existing signage.

Throughout the process, we will be connected with the stakeholders. We will also be focusing on signage regulations to ensure compliance.

Once the components of the program have been identified, we will locate and map all routes to and from the places identified. Particular attention will be given to points of decision, where clear, accurate, dependable signage will be of the utmost importance.

It is at this stage, after we have developed a thorough understanding of the City's signage needs, that a sign plan and sign schedule will be developed, identifying the most effective wayfinding plan.

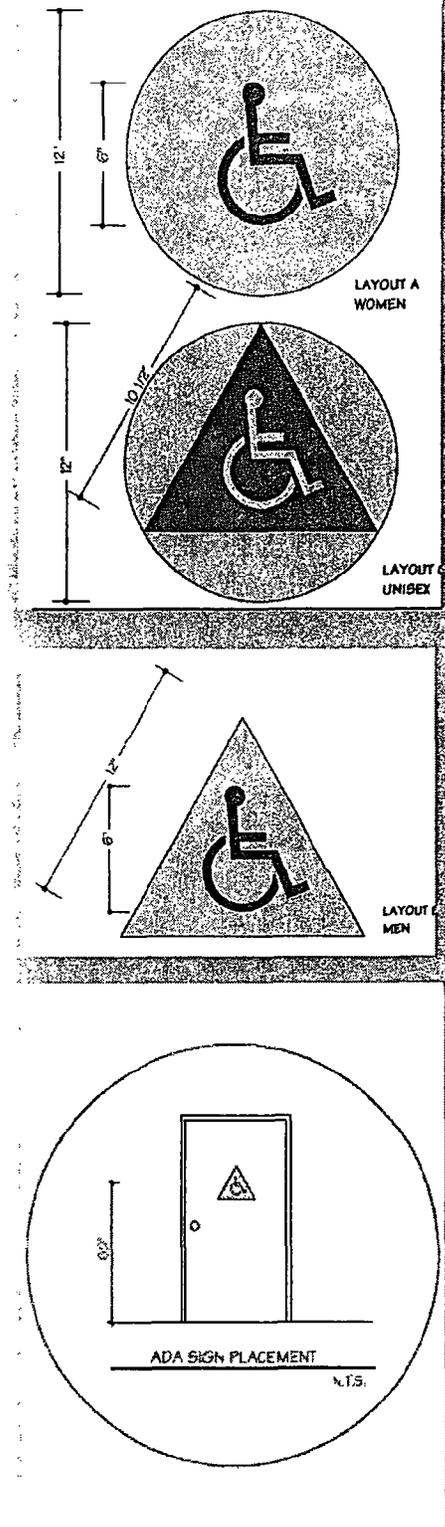
A sign plan is a fundamental process by which all sign types will be identified and assigned locations. The sign locations will be plotted on a map and assigned a nomenclature or number system which will work in conjunction with the corresponding sign schedule.

A sign schedule is a spreadsheet index describing the identified sign types. The spreadsheet format is used as a management system. It will establish quantities and will contain the actual sign text.

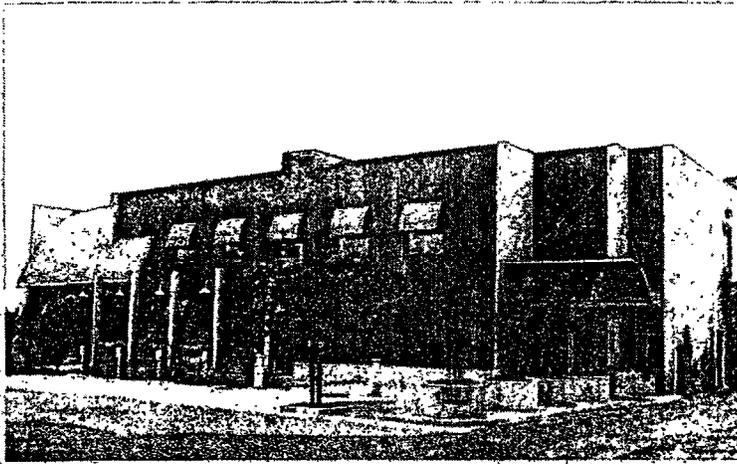
The completed construction documents will include detailed working drawings and specifications for submittal, fabrication and installation.

Through the art and process of design, our ultimate goal is to achieve a functional, comprehensive and integrated sign program that meets the needs of the City and is attractive, friendly and effective.

Once the design and plan is approved, MSI can produce the signs. With 10 production facilities, MSI will be able to meet the needs of the City and within agreed upon timelines. The signs can then be delivered and installed by MSI's certified installation team. Ongoing maintenance schedules and other elements will be discussed.



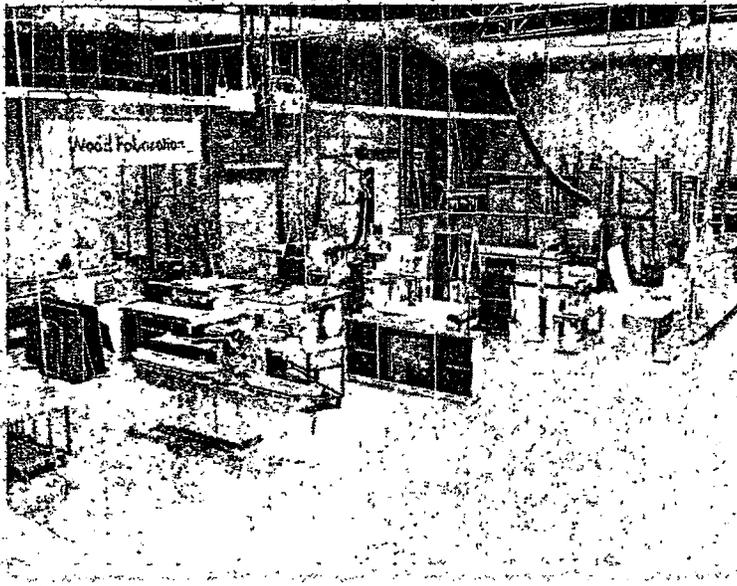
# Project Capabilities & Approach (cont'd)



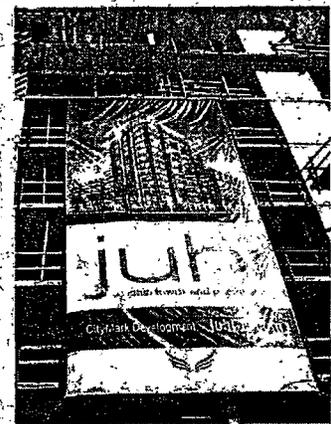
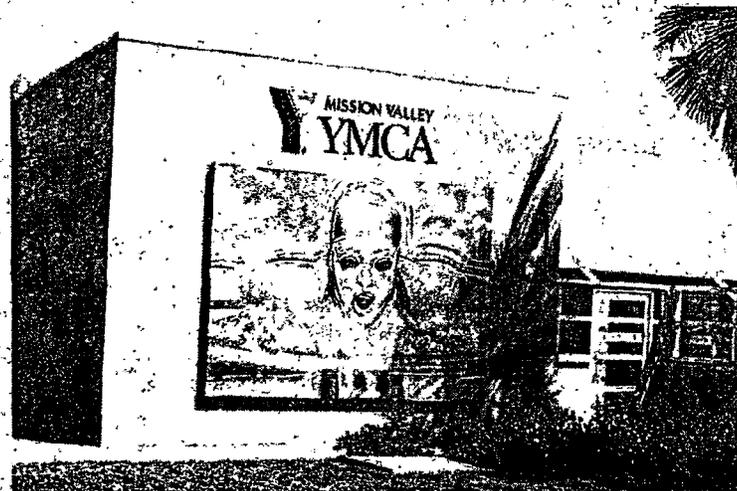
**THE FABRICATION PROCESS:** Fabrication occurs at 10 MSI production facilities including Phoenix. Each facility has some of the same capabilities and well as unique specialties.

For example, the Phoenix Division has the capabilities to create most sign-types but also creates specialized silk-screened signs for MSI client's across the country. The Las Vegas Division specialized in metal products.

The Consolidated Division is MSI's central manufacturing department, producing cabinetry, furniture, displays, architectural models, topographical models and specialized signage. The facility is unique to the industry because of its ability to manufacture extremely diverse products.



Utilizing skilled craftsmanship, MSI provides superior quality products to clients. In an age of specialization, the truly custom, "one-of-a-kind" MSI production team stands apart as gifted, multi-talented and skilled trade craftsmen. The MSI has adapted sophisticated manufacturing techniques and progressive technology to produce made-to-order quality products in a high volume operation.



# Project Capabilities & Approach (cont'd)

## THE DELIVERY AND INSTALLATION PROCESS:

Motivational Systems, Inc. requires all Installers to go through a certification process. This process ensures the highest quality and safety standards.

In addition, MSI uses their fleet of well maintained delivery and installation vehicles.



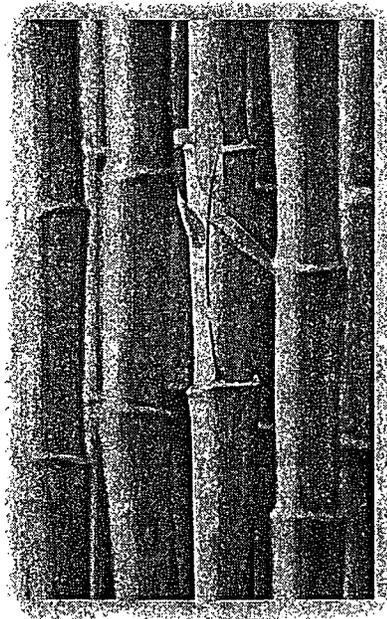
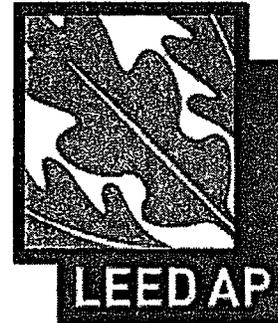
# Project Capabilities & Approach (cont'd)

## MSI's Commitment to the Environment

Motivational Systems' team is very knowledgeable in green principals, materials and methodologies and can assist clients who are striving to achieve LEED certification or are using green principles for their projects. MSI has a long standing history of using recycled, recyclable, renewable and sustainable materials.

**FACILITIES:** When the 41,000 square foot Consolidated production facility was built in San Diego County, a state-of-the-art paint facility was created that surpassed California EPA standards. MSI's Divisions also put the environment first by using techniques such as UV Drying in Phoenix and Powder Coating. Of course, the team recycles any scrap metal.

**LEED ACCREDITED PROFESSIONAL:** In 2009, Motivational Systems, Inc. achieved accreditation in Leadership in Energy and Environmental Design (LEED) for Commercial Interiors. LEED Accredited Professionals (LEED APs) are building industry professionals who have demonstrated a thorough understanding of green building and the LEED® Green Building Rating System™. The LEED AP credential indicates that the professional has the knowledge and skills to facilitate the LEED certification process. Achieving the LEED Professional Accreditation for Commercial Interiors exemplifies MSI's experience working with green building materials and principals as well as building industry knowledge.



## MATERIALS:

Here are just a few options available to clients who want to lessen their footprint:

- Aluminum, Brass, Copper or Steel Products
- Composite Panels from Wheat Board or other Recycled Products
- Wood Certified by the Forest Stewardship Council
- Salvaged Brick & Stone
- Salvaged Beams & Wood Products
- Salvaged Metals
- Concrete with Recycled Content/Aggregates
- Qualifying Textiles
- Recycled Glass or Plastics
- Bamboo, Coconut & Sorghum
- Bio-Based Plastics
- Low/No V.O.C. Paints and Coatings
- Plexiglas
- Styrene, Acrylic & Certain Laminates
- Oil or Wax for Furniture



# Project Capabilities & Approach (cont'd)

---

## Step-By-Step Process

MSI has processes in place that are designed to make a smooth process for the client that will result in the client receiving what is ordered, on-time and to the satisfaction of the client

When the City of Peoria calls to place an order for a sign, the process will be very simple

- Request received by MSI
- MSI will clarify the details of the sign with the client
- Request entered into ProIV  
*ProIV is MSI's database system which tracks the progress of the job and transmits and documents all internal communications*
  - If the sign requires design, a Job Design Order (JDO) will be produced in ProIV and the design team will go to work.
  - If the sign needs to be made production ready, a Job Production Order (JPO) will be produced and the production art team will go to work
- Sign approved by Client.
- Once the sign is approved and production ready, it will be fabricated.
- The sign will then be delivered using an MSI delivery truck.
- MSI's Certified Installation Team will then install the sign



# Experience & Similar Projects/References

---

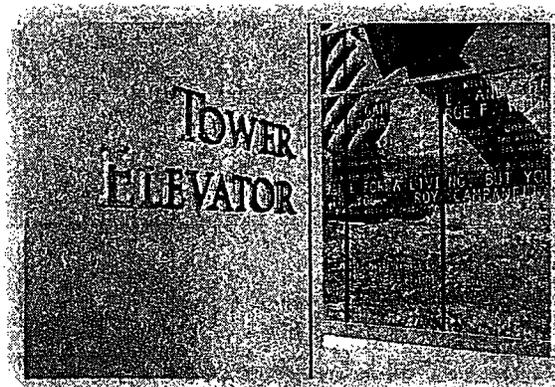
MSI has more than 34 years experience designing, programming, fabricating and installing sign systems. MSI brings to the table many unique capabilities and capacities including:

- **Proven Abilities:** Proven track-record designing, fabricating, delivering and installing fixed building and site signage for municipalities, large corporate entities and institutional clients
- **Sign System Design:** Full team of graphic designers who specialize in creating a unified, cohesive and seamless look to the signage and wayfinding while achieving regulatory compliance
- **Production Art:** An in-house production art team which can make the sign system production ready if already designed
- **Delivery:** Fleet of MSI delivery trucks run from MSI's Phoenix Division
- **Fabrication:** 14,500 square foot production facility in Phoenix, 26,200 square foot production facility in Las Vegas which specializes in metal fabrication; 41,000 square foot centralized production facility in San Diego; and seven additional regional divisions with production facilities
- **Long-term Subcontractor Relationships:** For any work that would be more efficient to subcontract, MSI has reliable resources located in Arizona.
- **Certified Installation Team:** Certified installation team located in Phoenix
- **Graphics Fabrication:** High-quality, large format graphics printers with quick turn-around
- **Green Building Techniques:** LEED Accredited Professional

MSI is committed to provide the services described in the Request for Proposal (RFP). Over the years, the team has worked with all types of clients from small businesses to schools to government entities to household names. MSI's active client list is about 1,800 and includes City of Buckeye; National City Public Library, City of National City Hall, Elk Grove Public Library, University of California, Irvine, Dameron Hospital; Paradise Valley Hospital; and YMCA -- just to name a few.

MSI's resources are vast and encompass environmental graphic design and sign design, interior design, topographical and architectural scale models, custom built-ins; animation, video production, interactive display programs, electronic renderings and 3D web tours; and online custom catalogs. MSI's expertise in all categories has been recognized with over 350 design awards. The company can move a project from conceptual through design, fabrication and installation.

The company has built a reputation of expertise in our field and fairness in our relationships. As a result, MSI is proud to derive over 85% of our business from referrals and repeat clients. Today, Motivational Systems' quality products, innovative design and exceptional customer service have made us leaders in our industry. We are committed to continuing to set the standard for excellence in every aspect of our business.



# Experience & Similar Projects/References (cont'd)

<b>Organization:</b>	Motivational Systems, Inc. Regional Office 7375 W Buckeye Rd , Suite 110 Phoenix, AZ 85043-4206, (623) 936-2680  Corporate Headquarters 2200 Cleveland Ave , National City, CA 91950, (619) 474-8246
<b>Relevant Products &amp; Services</b>	Design, production, programming and installation of complete sign systems Administration of municipal wayfinding programs Graphic and interior design services Multimedia visualization, 3D animation and architectural renderings Architectural models and more
<b>Area Served</b>	Primarily, the U S A.
<b>Number of Locations:</b>	11
<b>Divisions:</b>	Riverside, CA; San Diego, CA, Los Angeles, CA; Austin, TX, San Antonio, TX, Las Vegas, NV, Fresno, CA, Livermore, CA, Phoenix, AZ, Sacramento, CA; & Denver, CO
<b>Size:</b>	More than 180,000 square feet combined
<b>Established:</b>	1975
<b>Date of Incorporation:</b>	1976, California
<b>Ownership:</b>	Privately held
<b>Employees:</b>	Full-time Approximately 150 Part-time On-call list of approximately 1,000
<b>Awards:</b>	More than 350 local, regional and national awards for sign programs, graphic design, interior design, animation and architectural models
<b>Client Base:</b>	1,800+ active clients at any given time, clients span a wide variety of industries including municipalities, residential and commercial builders and developers, hospitals, schools, airports, hospitality, etc.
<b>Giving Back:</b>	MSI believes in giving back to the community through providing rewarding careers and opportunities for team members as well as building relationships with philanthropic organizations such as YMCA, Old Globe Theater, Rotary Club, Boys and Girls Clubs and many more
<b>Mission:</b>	Motivational Systems, Inc is dedicated to being a contributing member of the communities in which the company does business MSI provides quality products, exceptional service, innovative design and an environment of opportunity for both client and employee to exceed their highest expectations
<b>Vision:</b>	Create Opportunities

Here are just a few of the clients and projects that the team has worked with:

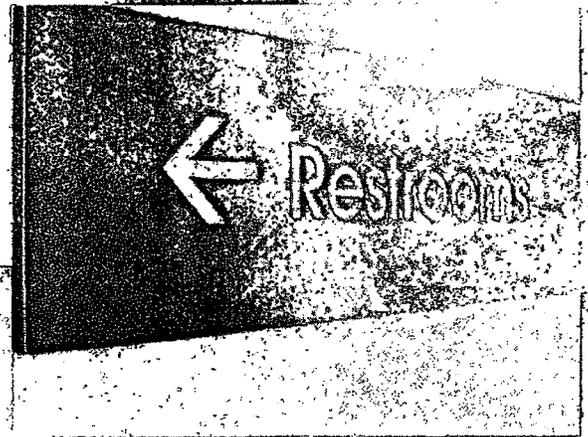
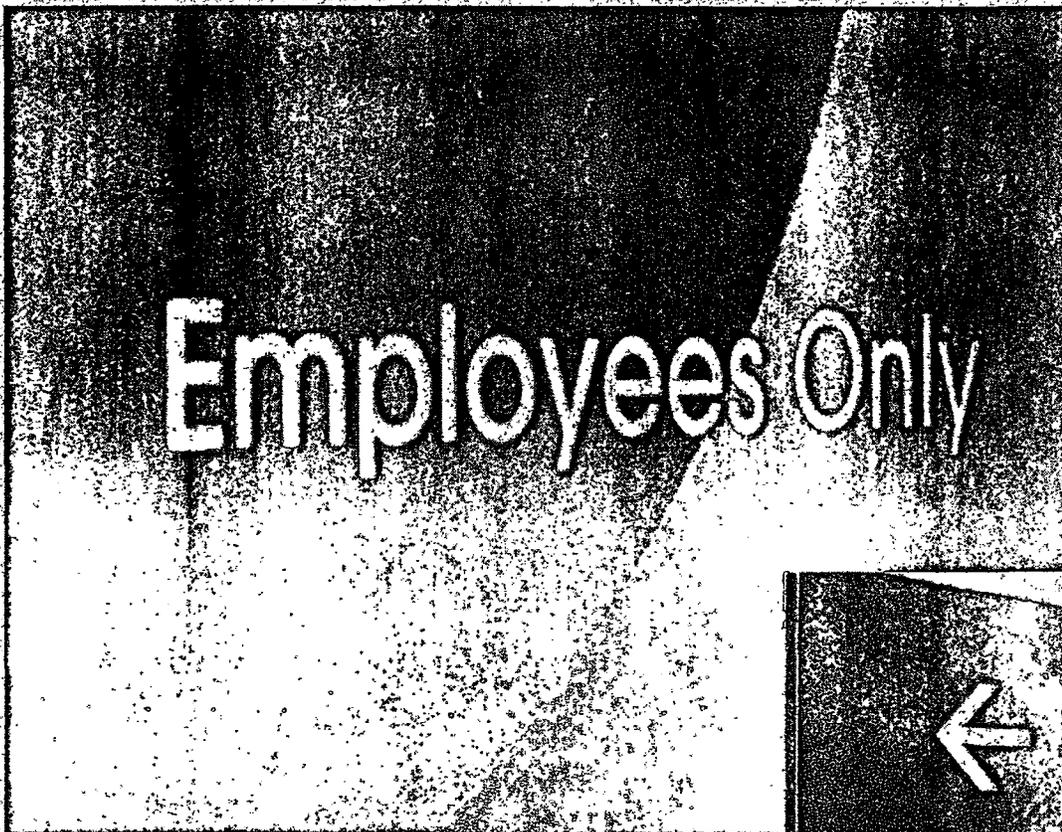
- City of Antioch
- City of Avondale
- City of Buckeye
- City of Bullhead City
- City of Carlsbad
- City of Cedar Park
- City of Chula Vista
- City of Coolidge
- City of Danville
- City of Escondido
- City of Fallbrook
- City of Florence
- City of Goodyear
- City of Henderson
- City of Mesquite
- City of National City
- City of Oceanside
- City of Round Rock
- City of San Marcos
- City of Santee
- County of Pinal
- Reno Contracting
- XL Construction
- DPR Construction
- Hensel Phelps Construction
- Michael Roberts Construction
- Eanes ISD
- National City Public Library
- Elk Grove Public Library
- University of California, Irvine
- Dameron Hospital
- Paradise Valley Hospital
- State of California
- YMCA South Bay
- Mission Valley YMCA
- Sacramento Airport
- BRE
- The Ryland Group
- Intercontinental Hotel Group
- Hilton San Diego Bayfront
- Manchester Grand Hyatt San Diego
- Marriott Hotels
- D.R. Horton
- Lennar Corp.
- Pulte Homes
- Centex Corp.
- KB Home
- Hovnanian Enterprises



## Experience & Similar Projects/References (cont'd)

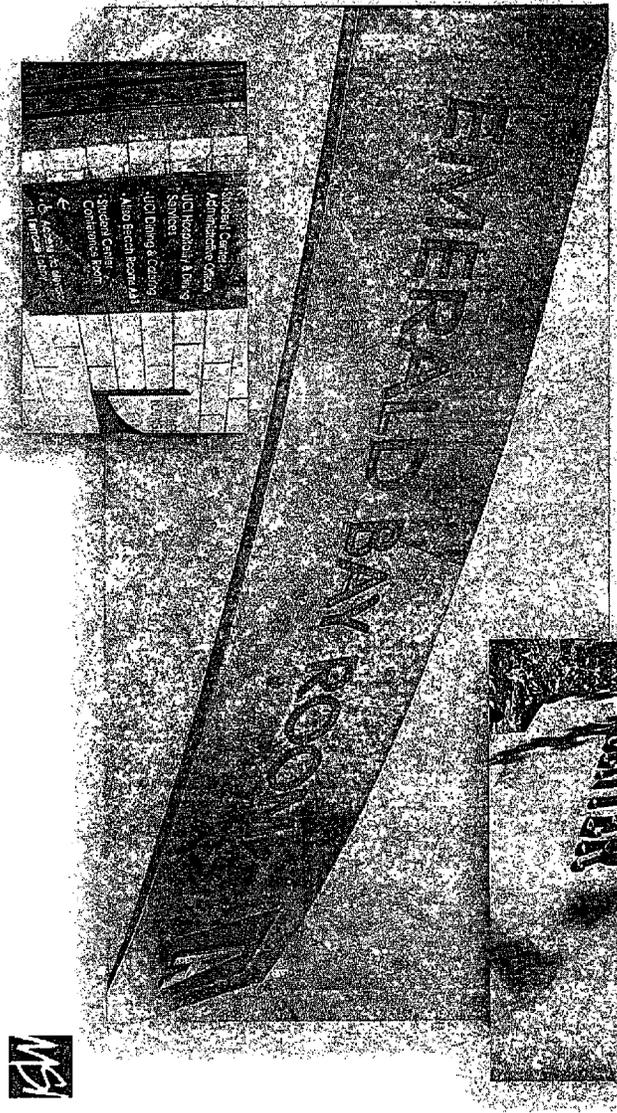
---

Project Name: University of California, Irvine  
Project Description: MSI fabricated and installed the university's interior and exterior signage and wayfinding system for the student center and cross-cultural center  
Location: University of California, Irvine  
Irvine, CA 92697  
Client: University of California, Irvine  
Total Contract Amount: \$99,000  
Principal-In-Charge: Dave Cowan, Senior Vice President  
Day-to-Day Technical Project Director/Manager: Jacob Bernier, Project Manager  
Key Staff: John Garth, Corporate Director of Consolidated Production  
Project Inception: July 2007  
Date Completed: December 2007  
Client Reference: Julie Lein -  
Project Manager  
(949) 824-2352  
jlein@uci.edu



**Experience & Similar Projects/References (cont'd)**

---





UCI Student Center

B116 Student Center  
Irvine, CA 92697-5650  
(949) 824-7364  
(949) 824-8017 FAX

January 16, 2008

Dear Sir/Madam:

The University of California, Irvine recently installed a significant amount of way-finding signage in our new Student Center that was manufactured and installed by Motivational Systems. I am very impressed with the manner in which the signs were fabricated and installed in the Student Center.

MSI managed our project expertly and they were sensitive to the challenges of installing signage in a building that was mostly open when the signs were being installed.

Phone calls and emails were answered promptly, installers arrived when scheduled and the finished product was well crafted. In addition, Motivational Systems provided us with many thoughtful suggestions that made the end product even better.

I recommend Motivational Systems highly for similar types of projects.

Sincerely,

A handwritten signature in black ink, appearing to read "Marc E. Tuchman".

Marc E. Tuchman  
Director, UCI Student Center  
University of California, Irvine  
Irvine Ca 93697-5650

Office: (949) 824-7364  
Fax: (949) 824-8017  
email: metuchma@uci.edu  
<http://www.stcenter.uci.edu>

# Experience & Similar Projects/References (cont'd)

Eanes Independent School District, Texas

Coordination with District staff and other stakeholders on the design and development of a new wayfinding sign system for the one million square foot high school campus

**Project:** Eanes Independent School District

**Date of Award:** February 2009

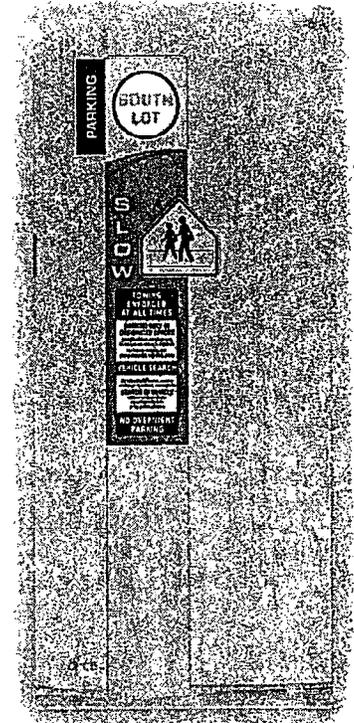
**Date of Completion:** In-Progress – Phases are as follows:  
Phase I: 1/16/09  
Phase II: 3/30/09  
Phase III: 5/18/09  
Phase IV: 5/25/09

**Client Project Manager:** David Hoedebeck  
(512)732-9051 #20601  
dhoedebe@eanesisd.net

**Scope of Services:** Creating a new campus wayfinding program with a cohesive look that would aid in wayfinding and campus identity for the million square foot Westlake High School Campus

**MSI Project Manager:** Kevin Fleming

**Outside Firms:** n/a

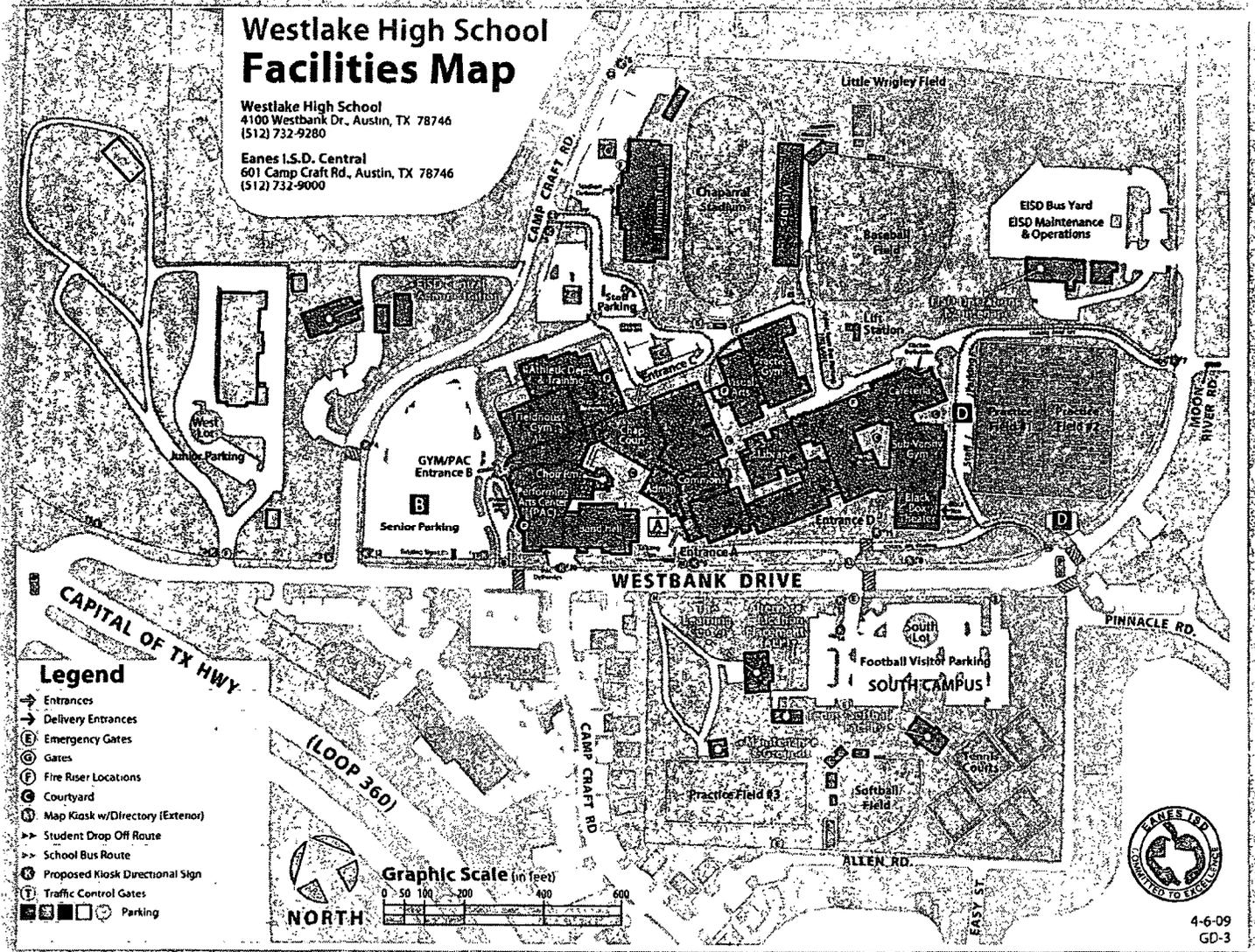


# Experience & Similar Projects/References (cont'd)

Eanes Independent School District, Texas

Coordination with District staff and other stakeholders on the design and development of a new wayfinding sign system for the one million square foot high school campus

Project Element: Project scope map provided by Client in discovery



# Experience & Similar Projects/References (cont'd)

Eanes Independent School District, Texas

Coordination with District staff and other stakeholders on the design and development of a new wayfinding sign system for the one million square foot high school campus

Project Element: Focus groups and stakeholder meetings and sampling of meeting agenda with Client

## Meeting Agenda

Meeting with David Hoedebeck of EIDS  
2-26-09 @ 1.00

### Phase 1 Deliverables

Discuss the scope of the Phase 1 Deliverables so that both of our expectations are similar as to the work product scope  
Review draft of Deliverable documents, including the schedule and the Wayfinding Analysis and Recommendations

### Action Items

Request that David set up meeting with  
Men's Athletics  
Women's Athletics  
Kerry Taylor

Need from James a copy of his color-coded Fire Riser Zone Map

Need FAF plans

Need John to provide John Rickard's ADA recommendations and a map showing app HC parking spaces on the WHS campus

MSI still awaiting SHW architectural plans – expected this afternoon

James and Laura to provide MSI with Tornado Safe Places

### Out of Scope Items

Discussion of out of scope issues identified at this time

South Annex of campus (TLC, AEP, Tennis Courts, Softball Field and Practice Field 3) not in the RFP scope MSI is not asking for additional design fees (Phase 1-3), but wants to point out that the additional scope of signage necessary for this area will increase Phase 4 costs

Modifications to the floor plans necessary to produce an accurate "you are here" plan and the addition of a fourth level to show first responders rooftop access points not identified in the RFP scope, but need to be undertaken

### Future Phase Purchase Orders

Request that Phase 2 & Phase 3 Purchase Orders be executed since we are already dealing with some of these issues presently



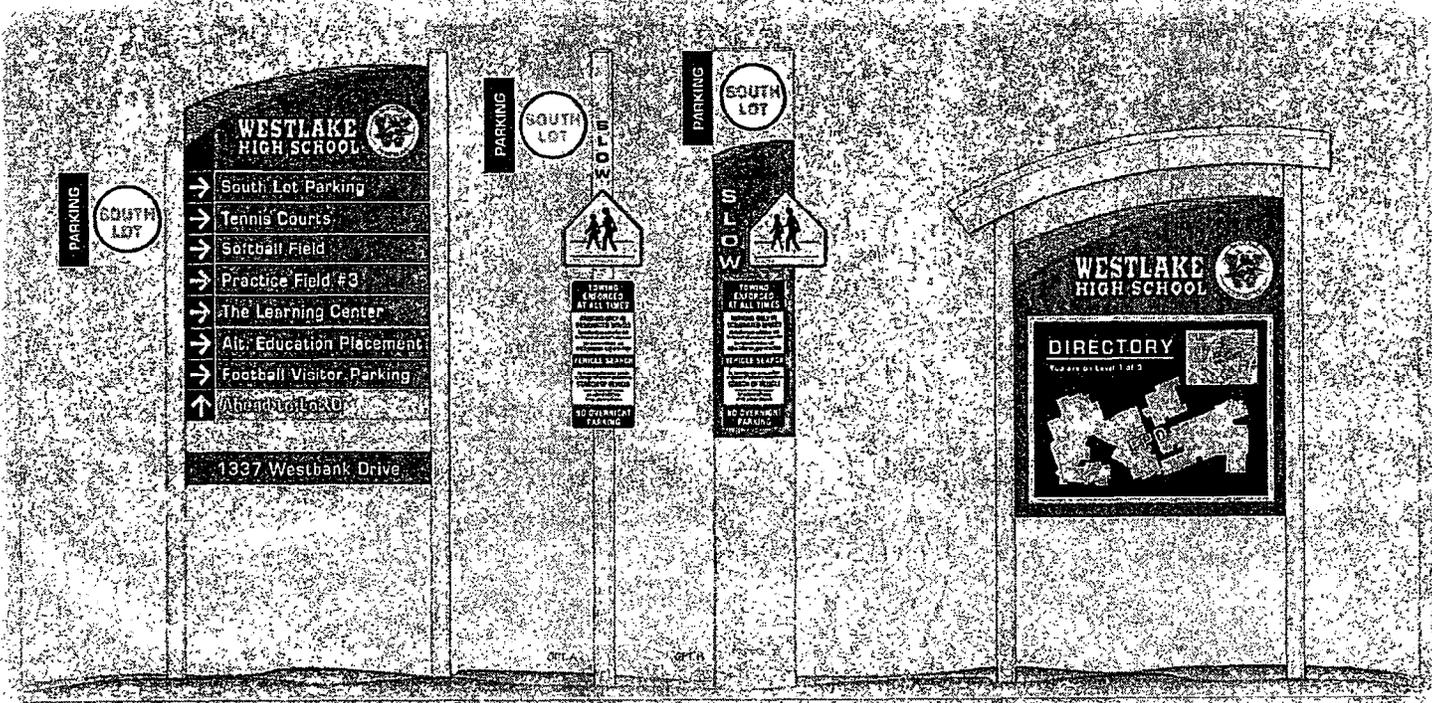
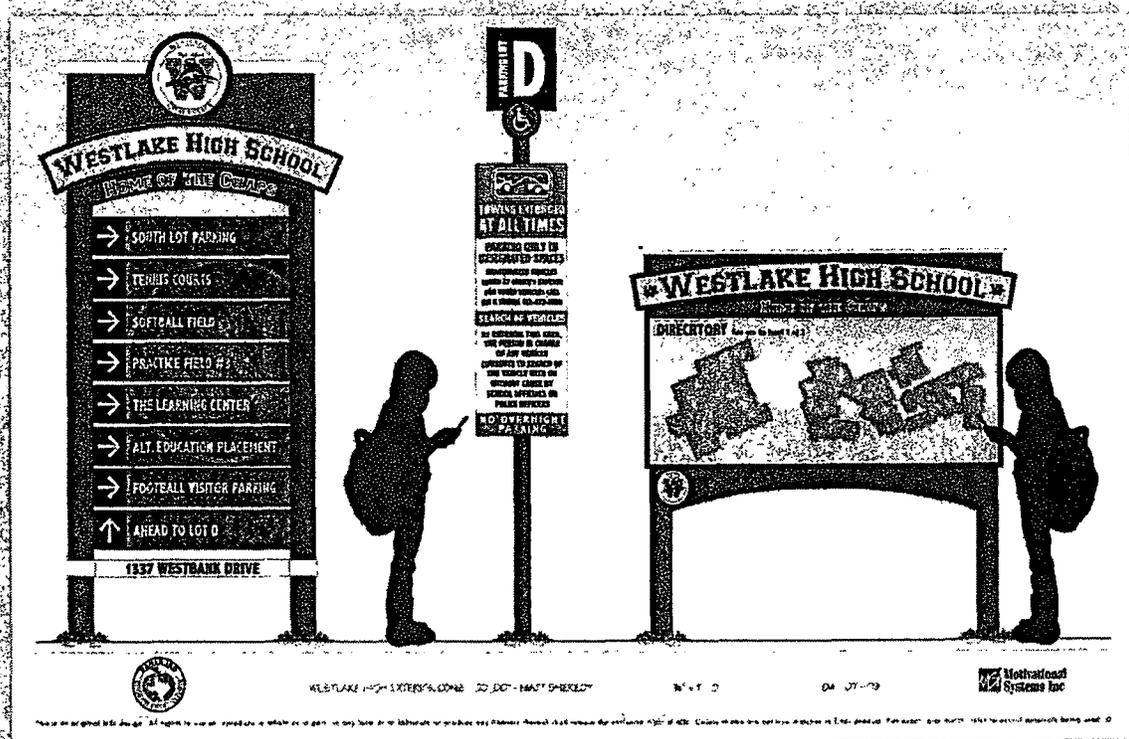


# Experience & Similar Projects/References (cont'd)

Eanes Independent School District, Texas

Coordination with District staff and other stakeholders on the design and development of a new wayfinding sign system for the one million square foot high school campus

Project Element: Concepts generated from research, focus groups and stakeholder input





**EANES  
INDEPENDENT  
SCHOOL  
DISTRICT**

---

Dr. Nola Wellman  
Superintendent

Les Reddin  
Director  
Maintenance and Operations

601 Camp Craft Road  
Austin, Texas 78746-6512  
(512) 732 9040  
(512) 732.9054

[www.eanes.k12.tx.us](http://www.eanes.k12.tx.us)

March 24, 2009

To whom it may concern:

Motivational Systems Inc. (MSI) is currently engaged by the Eanes Independent School District (EISD) to develop a wayfinding signage system at our Westlake High School campus. Currently MSI has completed Phase One and is into Phase Two of the four phased project. To date, we have found MSI to be very responsive and professional in its dealings with EISD and this project.

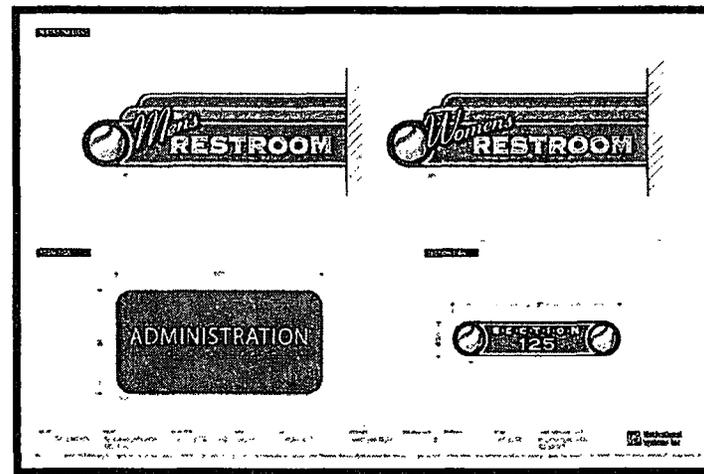
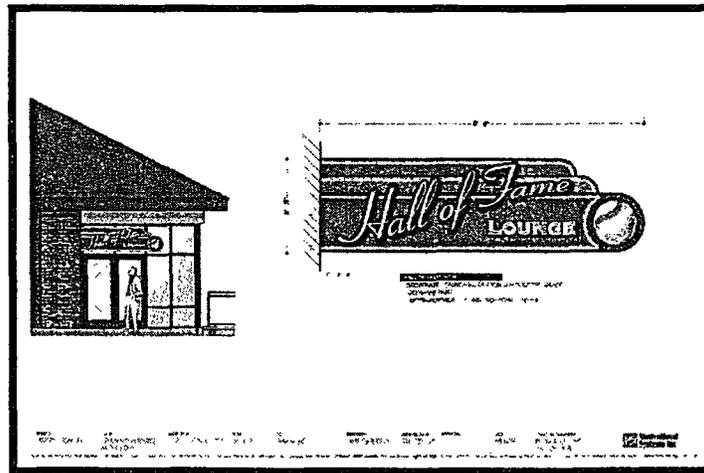
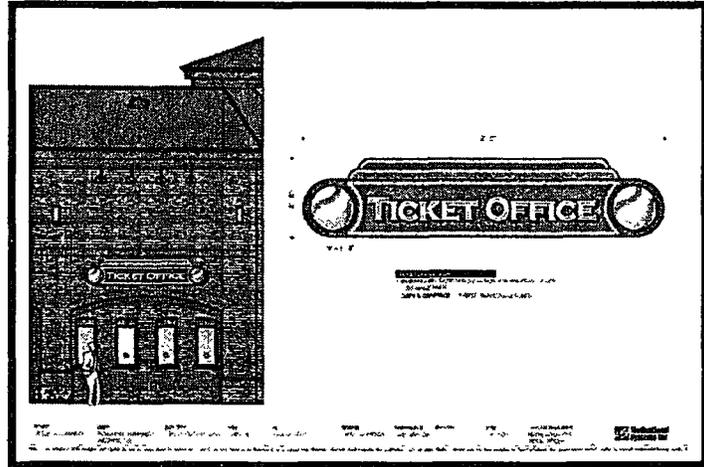
If you have any questions concerning MSI's performance, please feel free to contact me.

Sincerely,

David Hoedebeck  
Maintenance & Operations Coordinator  
Eanes Independent School District

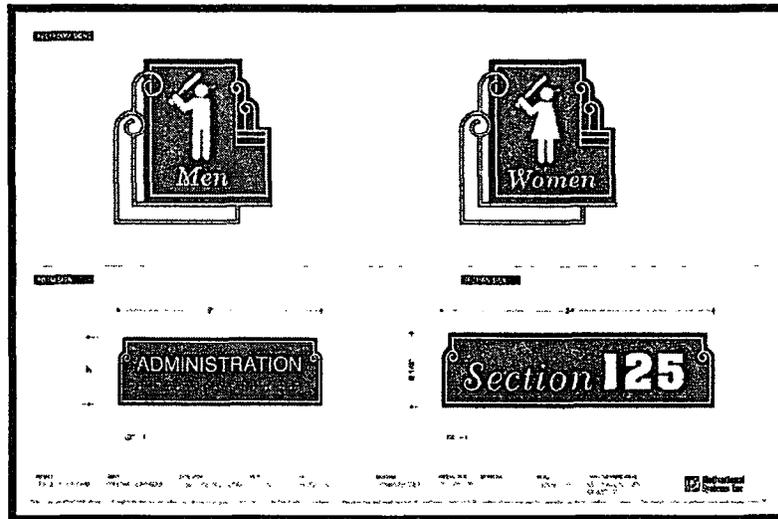
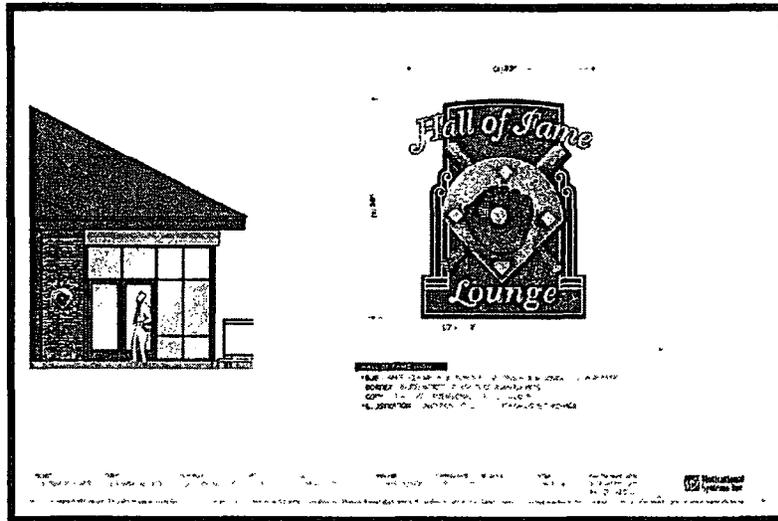
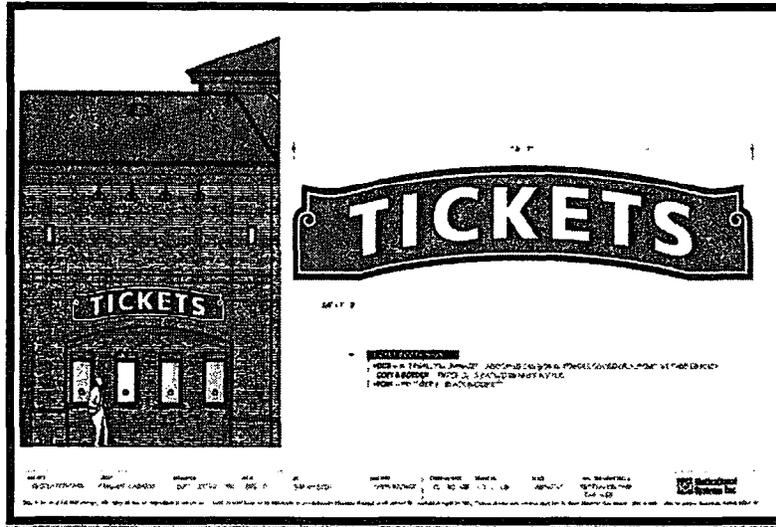
# Experience & Similar Projects/References (cont'd)

Ballpark Sample (Options Presented to Client)  
Option 1



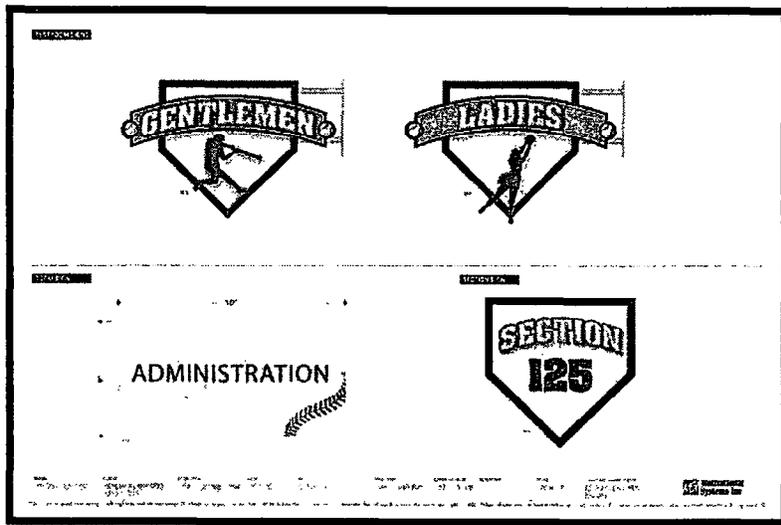
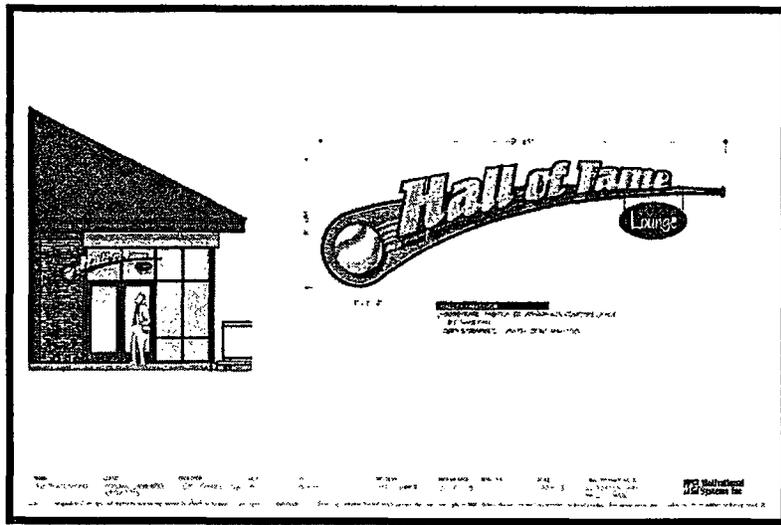
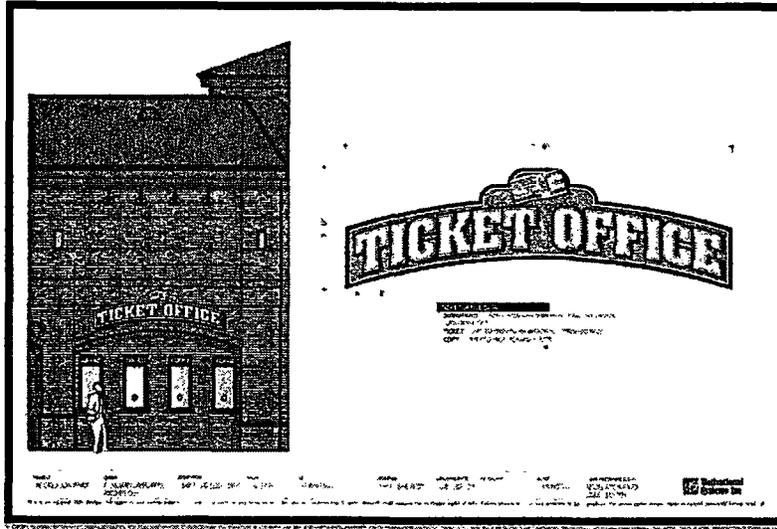
# Experience & Similar Projects/References (cont'd)

Ballpark Sample (Options Presented to Client)  
Option 2



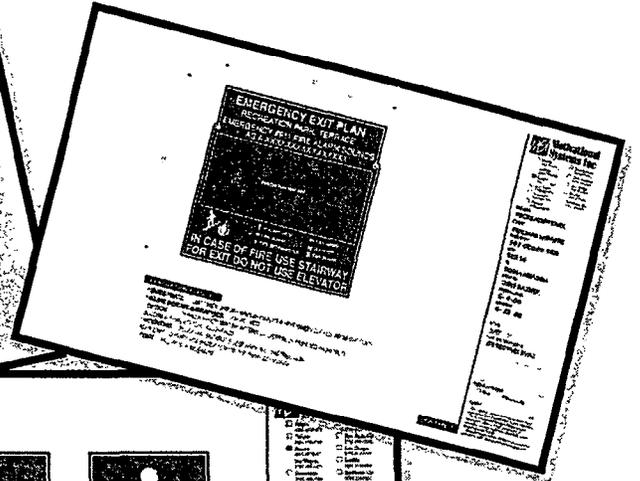
# Experience & Similar Projects/References (cont'd)

Ballpark Sample (Options Presented to Client)  
Option 3



# Experience & Similar Projects/References (cont'd)

Ballpark Sample (Options Presented to Client)  
Design Package

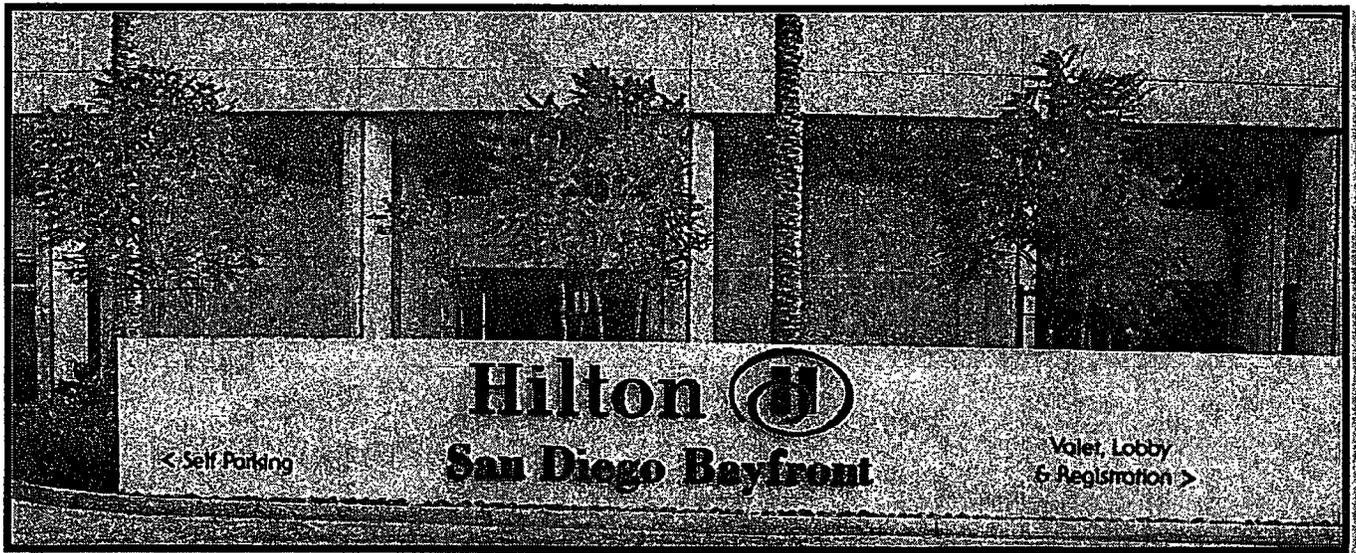


# Experience & Similar Projects/References (cont'd)

Experience Example: Hilton San Diego Convention Center

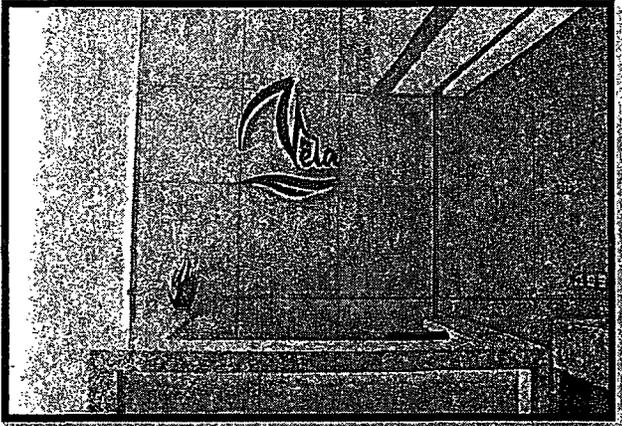
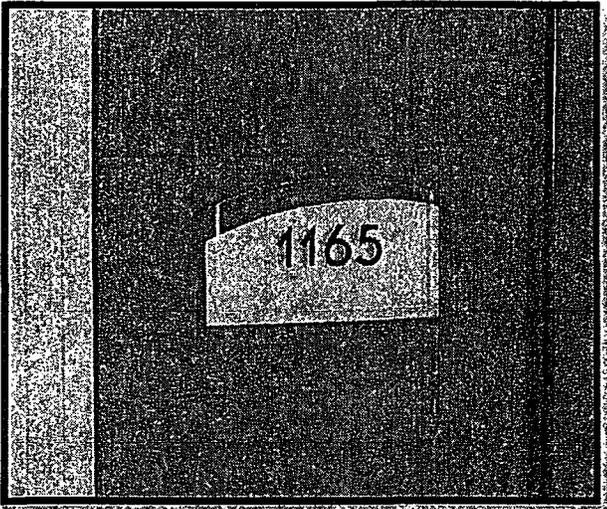
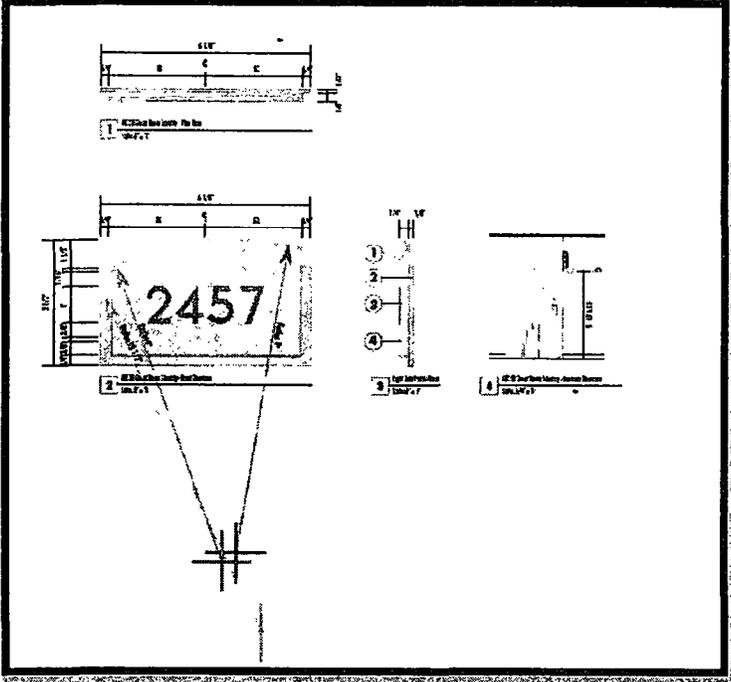
Project: Hilton San Diego Convention Center  
Date of Award: October 2007  
Date of Completion: Scheduled for November 2008  
Firm Project Manager: Melissa Fargo  
Client Project Manager: Jerry Harlan, Project Director  
(619) 236-3363; jharlan@portmanholding.com

Experience. Interior and exterior signs for the new resort in San Diego 3,774 signs on 33 floors



# Experience & Similar Projects/References (cont'd)

Experience Example: Hilton San Diego Convention Center





# Experience & Similar Projects/References (cont'd)

Project Description for Public



2200 CLEVELAND • NATIONAL CITY, CA 91950-6412 • (619)474-8246 • FAX. (619) 477-2302

**CONTACT:**

Kim Beales  
(619) 292-7869

**FOR IMMEDIATE RELEASE**

November 27, 2007

**MOTIVATIONAL SYSTEMS AWARDED**  
**HILTON SAN DIEGO CONVENTION CENTER CONTRACT**

SAN DIEGO – Developer Phelps Portman San Diego, LLC through Construction Manager Hensel Phelps have awarded locally headquartered Motivational Systems, Inc (MSI) the sign production for the new Hilton San Diego Convention Center Hotel. The sizable project requires more than 3,800 signs. MSI is providing the interior and exterior signs and will perform the installation. In addition, the company will design select exterior monuments and restaurant signs.

Motivational Systems has created sign packages for many local and national companies including one recent addition to the San Diego skyline, DiamondView Tower.

Account Executive Melissa Fargo will be managing the project for MSI.

The Hilton San Diego Convention Center Hotel is located at One Park Boulevard at the intersection of Harbor Drive and Eighth Avenue. The primary design theme of the new Hilton San Diego Convention Center will complement San Diego's scenic beauty and superb climate by maximizing water views and open spaces.

**About Motivational Systems**

Established in 1974, Motivational Systems provides a wide array of services to builders and developers including graphic and interior design, design and production of complete sign systems, site sign programming, multimedia animation and renderings that can be used both onsite and via the internet, sales, design and information centers, and custom interior displays and furnishings. The sales, design and information centers, sign programs, graphic design and architectural models are consistently honored with local, regional and national awards and the company has been recognized with more than 350 awards. Headquartered in San Diego County (National City, Calif.), the company serves clients coast to coast. Please visit MSI's website at [www.MotivationalSystems.com](http://www.MotivationalSystems.com)

**About Hensel Phelps**

Since 1937, Hensel Phelps Construction Co. has grown from a small, local builder in Greeley, Colorado into a multi-billion dollar national contractor. Since then, Hensel Phelps has been building a diverse range of project types, including new construction and renovation of commercial office, airport, correctional, sports, health care, educational, residential, retail, hospitality, mass transportation, entertainment and much more. Hensel Phelps credits its growth and success to being an employee owned company by some of the most experienced and talented personnel. Please visit the website at <http://henselphelps.com>

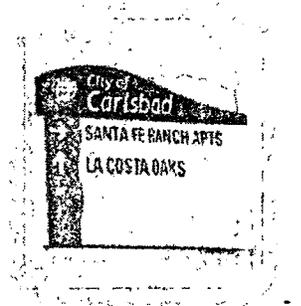
###



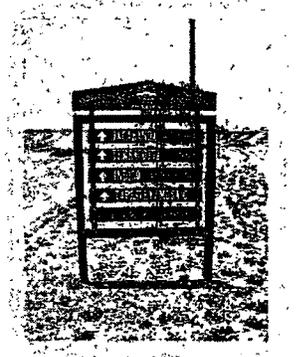
# Experience & Similar Projects/References (cont'd)

Below is a sampling of Motivational Systems' municipal programs that are in progress. The projects include the coordination with City/County staff on the design, development, production, location selection, installation, maintenance, enforcement, leasing, accounting and general administration of the municipal programs.

**Project Name:** Carlsbad, CA Municipal Kiosk Program  
**Type:** Municipal Kiosk Program  
**Location:** Carlsbad, CA  
**Owner/Client:** City of Carlsbad  
**Contact Information:** Michelle Masterson  
 (760) 602-4615  
 mmast@ci.carlsbad.ca.us  
**Project Cost/Fee Structure:** MSI Revenue – \$114/panel per month  
 Municipal Revenue – \$42/panel per month  
**Effective Dates of Contract:** July 2003 to July 2013, extendable



**Project Name:** Chula Vista, CA Municipal Kiosk Program  
**Type:** Municipal Kiosk Program  
**Location:** Chula Vista, CA  
**Owner/Client:** City of Chula Vista  
**Contact Information:** Mary Ladiana  
 (619) 409-5432  
 mladiana@ci.chula-vista.ca.us  
**Project Cost/Fee Structure:** MSI Revenue – \$106/panel per month  
 Municipal Revenue – \$4,000 per year  
**Effective Dates of Contract:** Month to Month



**Project Name:** Oceanside, CA Municipal Kiosk Program  
**Type:** Municipal Kiosk Program  
**Location:** Oceanside, CA  
**Owner/Client:** City of Oceanside  
**Contact Information:** Jim Zicaro  
 (760) 435-3521  
 jzicaro@ci.oceanside.ca.us  
**Project Cost/Fee Structure:** MSI Revenue – \$132/panel per month  
 Municipal Revenue – \$10/panel per month  
**Effective Dates of Contract:** Month to Month



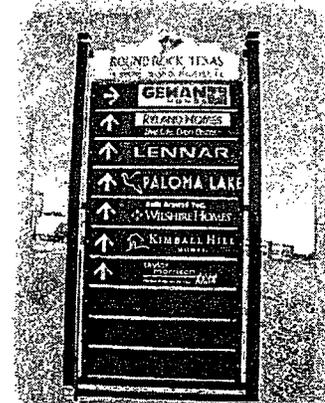
**Project Name:** San Marcos, CA Municipal Kiosk Program  
**Type:** Municipal Kiosk Program  
**Location:** San Marcos, CA  
**Owner/Client:** City of San Marcos  
**Contact Information:** Jerry Backoff  
 (760) 744-1050 ext 3234  
 jbackoff@ci.sanmarcos.ca.us  
**Project Cost/Fee Structure:** MSI Revenue – \$125/panel per month  
 Municipal Revenue – n/a  
**Effective Dates of Contract:** Month to Month



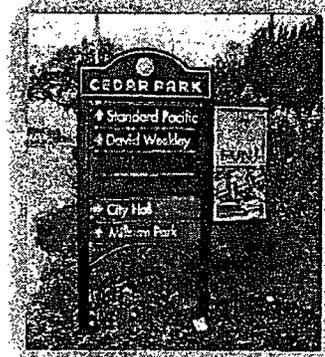
# Experience & Similar Projects/References (cont'd)

Below is a sampling of Motivational Systems' municipal programs that are in progress. The projects include the coordination with City/County staff on the design, development, production, location selection, installation, maintenance, enforcement, leasing, accounting and general administration of the municipal programs.

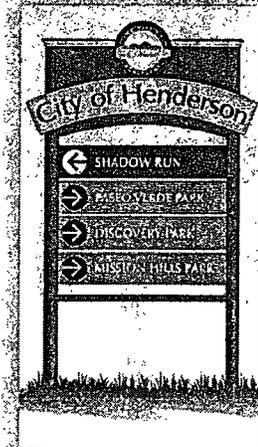
**Project Name:** Round Rock, TX Municipal Kiosk Program  
**Type:** Municipal Wayfinding Program  
**Location:** Round Rock, TX  
**Owner/Client:** City of Round Rock  
**Contact Information:** Jim Stendebach  
 (512) 218-5418  
 jstendebach@round-rock.tx.us  
**Project Cost/Fee Structure:** MSI Revenue – \$75/panel per month  
 Municipal Revenue – \$15/panel per month  
**Effective Dates of Contract:** August 2008 to August 2013, extension possible for two 1-year terms



**Project Name:** Cedar Park, TX Municipal Kiosk Program  
**Type:** Municipal Wayfinding Program  
**Location:** Cedar Park, TX  
**Owner/Client:** City of Cedar Park  
**Contact Information:** Mark Lewis  
 (512) 401-5104  
 lewis\_m@cedarparktx.us  
**Project Cost/Fee Structure:** MSI Revenue – \$75/panel per month  
 Municipal Revenue – Free Banners and Change Outs  
**Effective Dates of Contract:** January 2008 to January 2012



**Project Name:** City of Henderson  
**Type:** Municipal Kiosk Program  
**Location:** Henderson, NV  
**Owner/Client:** City of Henderson  
**Contact Information:** (702) 267-1529  
 jason.rogers@cityofhenderson.com  
**Project Cost/Fee Structure:** New Program - Revenue Stream TBD  
**Effective Dates of Contract:** February 2009



**Project Name:** Pinal County, AZ Municipal Kiosk Program  
**Type:** Municipal Kiosk Program  
**Location:** Pinal County, AZ  
**Owner/Client:** MSI  
**Contact Information:** Wes Lacross  
 (520) 866-6478  
**Project Cost/Fee Structure:** MSI Revenue – \$85/panel per month  
 Municipal Revenue – n/a  
**Effective Dates of Contract:** n/a



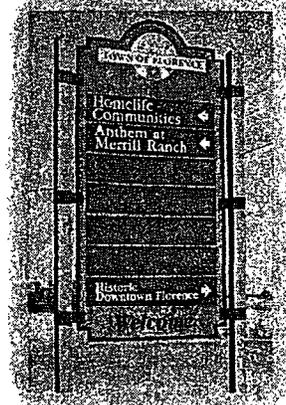
# Experience & Similar Projects/References (cont'd)

Below is a sampling of Motivational Systems' municipal programs that are in progress. The projects include the coordination with City/County staff on the design, development, production, location selection, installation, maintenance, enforcement, leasing, accounting and general administration of the municipal programs.

**Project Name:** Buckeye, AZ Municipal Kiosk Program  
**Type:** Municipal Kiosk Program  
**Location:** Buckeye, AZ  
**Owner/Client:** City of Buckeye  
**Contact Information:** Brian Rose  
 (623) 386-8299 ext 228  
 brose@buckeyeaz.gov  
**Project Cost/Fee Structure:** MSI Revenue – \$110/panel per month  
 Municipal Revenue – \$20/panel per month  
**Effective Dates of Contract:** May 2006 to May 2011



**Project Name:** Florence, AZ Municipal Kiosk Program  
**Type:** Municipal Kiosk Program  
**Location:** Florence, AZ  
**Owner/Client:** City of Florence  
**Contact Information:** Jess Knudson  
 (520) 868-7540  
**Project Cost/Fee Structure:** MSI Revenue – \$95/panel per month  
 Municipal Revenue – \$20/panel per month  
**Effective Dates of Contract:** October 2005 to October 2010



**Project Name:** Santee, CA Municipal Kiosk Program  
**Type:** Municipal Kiosk Program  
**Location:** Santee, CA  
**Owner/Client:** City of Santee  
**Contact Information:** Melanie Kush  
 (619) 258-4100 ext 165  
 mkush@ci.santee.ca.us  
**Project Cost/Fee Structure:** MSI Revenue – \$126/panel per month  
 Municipal Revenue – \$40/panel per month  
**Effective Dates of Contract:** March 2005 to March 2010



**Project Name:** Coolidge, AZ Municipal Kiosk Program  
**Type:** Municipal Kiosk Program  
**Location:** Coolidge, AZ  
**Owner/Client:** City of Coolidge  
**Contact Information:** Bob Flately  
 (520) 723-6075  
 bobf@coolidgeaz.com  
**Project Cost/Fee Structure:** MSI Revenue – \$105/panel per month  
 Municipal Revenue – \$20/panel per month  
**Effective Dates of Contract:** October 2004 to October 2009, extended





March 24, 2009

To whom it may concern:

Motivational Systems Inc. (MSI) designed, fabricated, and installed the City of Cedar Park's municipal way-finding kiosk program. The company has worked with the City since the program's inception in March of 2008. MSI is also the service provider responsible for program maintenance including installation, removal and replacement of kiosk panels.

MSI consistently provides excellent service and has proven to be very flexible in the implementation and administration of the kiosk program. In response to changing market conditions, MSI has worked proactively and successfully with both the builders served and the City to ensure that the kiosk program meets the needs of all parties.

MSI has provided Cedar Park with a well designed, well built product. Maintenance of kiosks and sign panels is very good. The company responds very promptly to requests for service and follows up as necessary to ensure that service needs have been properly addressed. The City is very pleased with MSI's performance.

If you have any questions or would like additional information, please feel free to contact me. I can be reached by telephone at (512) 401-5104, or by e-mail at [mark.lewis@cedarparktx.us](mailto:mark.lewis@cedarparktx.us).

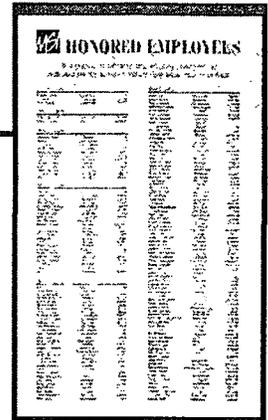
Sincerely,

Mark Lewis  
Director of Building Inspections  
City of Cedar Park, Texas

# Specific Skills & Abilities

With approximately 150 full-time employees and an on-call list of more than 1,000, Motivational Systems is appropriately staffed for the project. MSI has a solid full-time workforce with very minimal turnover. The Honored Employees Plaque highlights the long tenure of the team.

Bob Charette will be the primary contact for the City and the overall Project Director. A Project Manager will also be appointed and will serve as the daily manager. They will serve as liaisons and coordinate with all internal and external parties. They will work closely with all stakeholders and the design team.



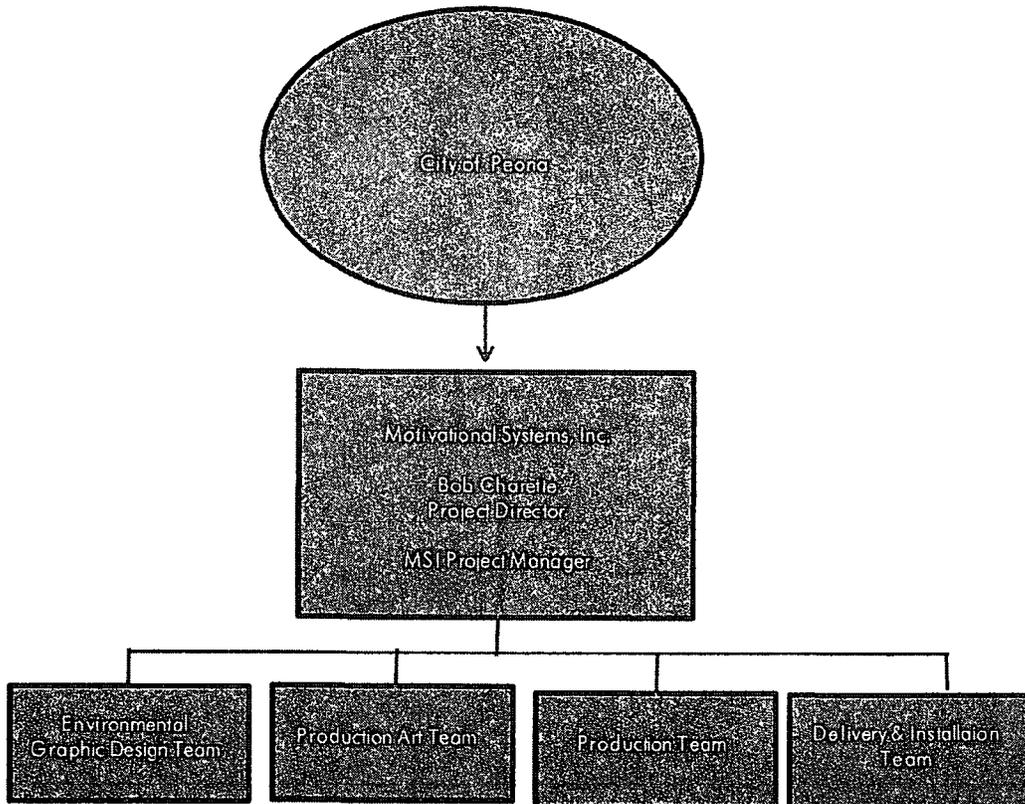
Bob Charette, Vice President, Division Manager. Mr. Charette joined MSI in 1990. After more than 17 years of service, he continues to be of great value to MSI, having previously served in the position of Production Manager before advancing to his current role. As Division Manager, Mr. Charette is responsible for managing the Phoenix sales staff, overseeing all Administration and Operations Management, and continuing to create and maintain a positive working environment for the entire Phoenix team. His extensive industry and product knowledge has made him an expert in providing outstanding product and unparalleled service.

### References

Dina R. Mathias  
Economic Development Project Manager  
City of Avondale  
11465 W Civic Center Drive, Ste 210  
Avondale, AZ 85323-6803  
623 333 1412, cell. 623 217 6557  
[www.avondale.org/econdev](http://www.avondale.org/econdev)

Deanna Cameron  
Regional Market Research Analyst  
Richmond American Homes  
3333 E Camelback Road, Suite 240  
Phoenix, AZ 85018  
P 602 522 4724  
[deanna.cameron@mdch.com](mailto:deanna.cameron@mdch.com)  
[www.richmondamerican.com](http://www.richmondamerican.com)

Lee W. Wymer  
Division President  
Vantage Homes of AZ  
480-456-6463 (office)  
480-456-6739 (fax)  
480-748-5548 (cell)



# Specific Skills & Abilities (cont'd)



## Sign Design

MSI has a dedicated team of Environmental Graphic Designers. Each team member has strong experience and skill sets. Below is some information about the design team.

Christopher Bazner, *Director of Graphic Design*. Mr. Bazner has been honored with numerous awards for his signage, brochure and logo design since joining MSI in 1991. He received his Bachelor of Arts degree in Graphic Communications from San Diego State University and holds a technical diploma in Computer Graphics. Mr. Bazner's expertise is kept current through his membership and participation in the international organization The Society for Environmental Graphic Design. Under his direction, his staff has completed design projects for more than 20 municipalities.



Susan Duffett, *Senior Graphic Designer*. Ms. Duffett has been honored with numerous awards for her designs since joining MSI in 1995. She received her Graphic Design Diploma from Platt College in San Diego, California and is highly recognized for her outstanding creativity and attention to detail. She has worked on several projects in the public sector including Westlake High School, TX, National City Public Library, CA, National City Chamber of Commerce, CA; City of Fallbrook, CA; and State Franchise Tax Board Building, CA.



Joy Shows, *Senior Graphic Designer*. Ms. Shows joined Motivational Systems Inc. in 1991. While with MSI, she has been responsible for the creation of corporate identities, print work, sign packages and interior displays and has won over 25 industry awards for her designs. Ms. Shows has an extensive background in computer generated design. Before joining MSI, she worked for American Film Technologies where she worked as a computer artist colorizing black and white films and cartoons. Previous to her professional career, Joy received her B.A. in Graphic Design from San Diego State University and a postgraduate certificate in computer graphics from Platt College.



Matt Sheredy, *Graphic Designer*. Mr. Sheredy joined MSI in 2003. He specializes in marketing and signage for commercial developments and residential communities. His work includes the design of logos, brochures, letterhead, exterior & interior sign programs and displays. Mr. Sheredy is currently working on projects for Westlake High School, TX and City of Henderson, NV.



Grace Francisco, *Graphic Designer*. Ms. Francisco has six years experience with MSI. She has a Bachelor of Arts in Applied Design with an emphasis in Metalwork at San Diego State University and a Certificate in Graphic Applications from Southwestern Community College. Ms. Francisco specializes in programming, ADA guidelines and CA building code signage requirements.



# Specific Skills & Abilities (cont'd)

## Project Management (vendor – client)

MSI's project management skills are proven by our 85% repeat and referral business. MSI's client list is approximately active 1,800 clients. Our clients are satisfied with the customer service and superior products.

MSI has established long-term vendor relationships as well. To increase efficiency for the City of Peoria's projects, we may call upon the occasional local subcontractor for materials. Because of our close relationships with our vendors, this will be transparent to the City.

## Project Management (internal)

Internally, the project will be directed by Bob Charette. He and the assigned Project Manager will be the liaisons between the City and MSI internal processes. The ProIV database system will be used to facilitate workflow and track the progress of all projects.

**Motivational Systems Inc.**

Uncompleted Jobs: 164  
 Division: 600 CORPORATE Admin/Market/Sales

Buttons: Excel Worksheet, Print, Refresh, Close

JDO Activity Screen: [List of Jobs]

C	R	Op	CO	C	MO	Order #	A	Client	Project Name	AE	Des	Order Desc	L	Entry	Date	Assy'd
				C.		00130764		300-26559-0GD	TRIGILD		SF	GF		06/02/09	06/04/...	
				1	K	00130746		400-34817-0GD	KB HOME SO CALI/COASTAL...		VH	SB	REDESIGN PLOT...	06/01/09	06/05/...	06/04/09
				8	D.	00127083		475-27227-0GD	CON-AM MANAGEMENT		RT	SD	MISCELLANEOUS...	02/06/09	02/13/...	05/29/09
				C.		00130741		475-27717-0GD	GREYSTAR		RT		BENTFOOT SIGNS	06/01/09	06/02/...	06/03/09
				K		00130733		400-34816-0GD	KB HOME SO CALI/COASTAL...		VH		BACKYARD SIGN	06/01/09	06/02/...	06/03/09
				1	B.	00130727		400-34815-0GD	RICHMOND AML HOMES OF...		VH		DO NOT DISTURB...	06/01/09	06/02/...	06/02/09
				C.		00130726		400-34814-0GD	BRE PROPERTIES- THE CREEK		JR		SPECIFY BANNE...	06/01/09	06/02/...	06/02/09
				1	C.	00130720		400-34812-0GD	HOAG HOSPITAL IRVINE		JR	CB	BID	06/01/09	06/04/...	06/04/09
				1	K	00130719		500-23...								
						00130688		460-23...								
						00133930		475-27...								
						00130647		475-27...								
						00130637		460-23...								
						00130636		460-23...								
						00130628		460-23...								
						00130625		460-23...								
						00130618		460-23...								

Buttons: New, Open, Processed, Auto-Refresh, User Defined

**Motivational Systems Inc.**

JDO Information

JDO: 400-29977-0GD  
 Master Order: 00130628  
 Project: SURPRISE FARMS # 0002150  
 Customer: TAYLOR MORRISON, INC # 67MA-71  
 Ref JDO:  
 Notation: PREVIOUS DIRECTIONAL WE HAVE DONE

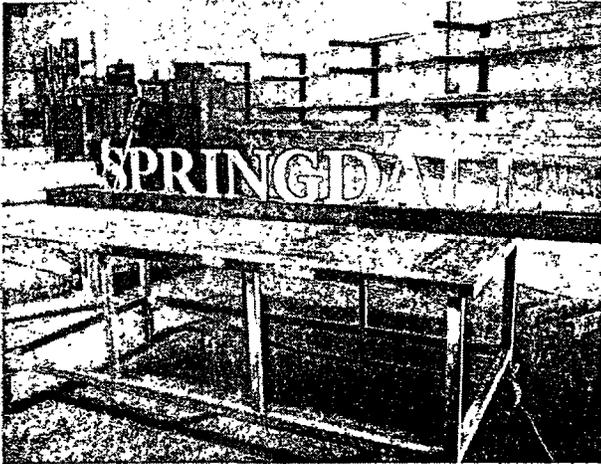
Required Days: 100  
 Calculated Days:  
 Difference:

Entry Date: 05/28/09  
 Due Date: 06/01/2009  
 Sales Install Date:  
 Completed Date:  
 Cancellation Date:  
 Status: ACTIVE

Type: Graphic  
 Assigned Completion Date: 06/02/09  
 Description:  
 Designer Initials: GF  
 Location:  
 Hold Order:  
 Process Change Order:  
 Completed:

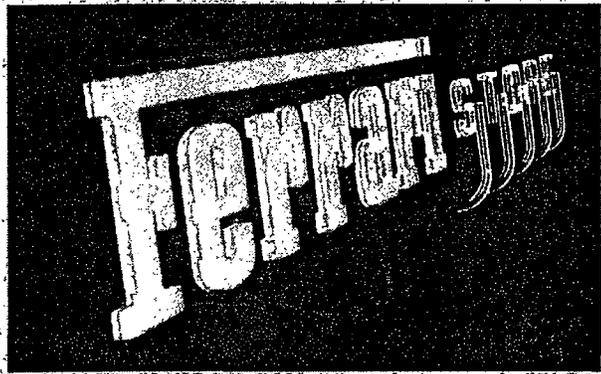
Buttons: Save and Print, Print Cost Card, Cancel

# Specific Skills & Abilities (cont'd)

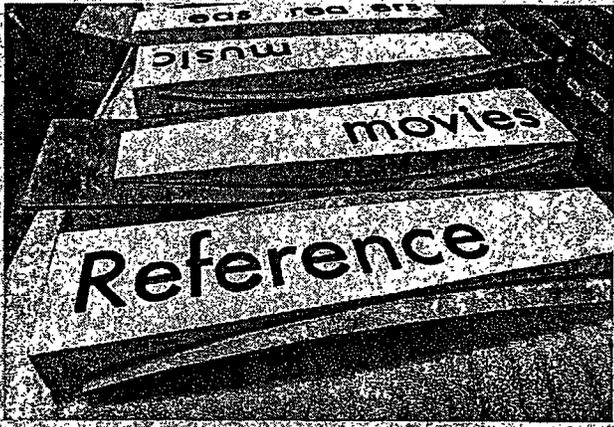


## Metal Fabrication

The materials for the metal fabrication will be supplied by the Las Vegas Division and managed and finished by the Phoenix Division. Internal capabilities include computerized routing and cutting, welding, boxes, can signs, cutting and cutout letters. Specialized shaping, water jetting, etching and casting will be supplied by local subcontractors such as Marzee Water Jet Service (Phoenix) and Metal Arts Casting (Phoenix)

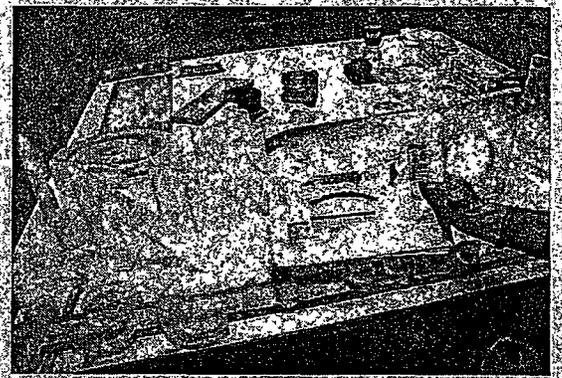
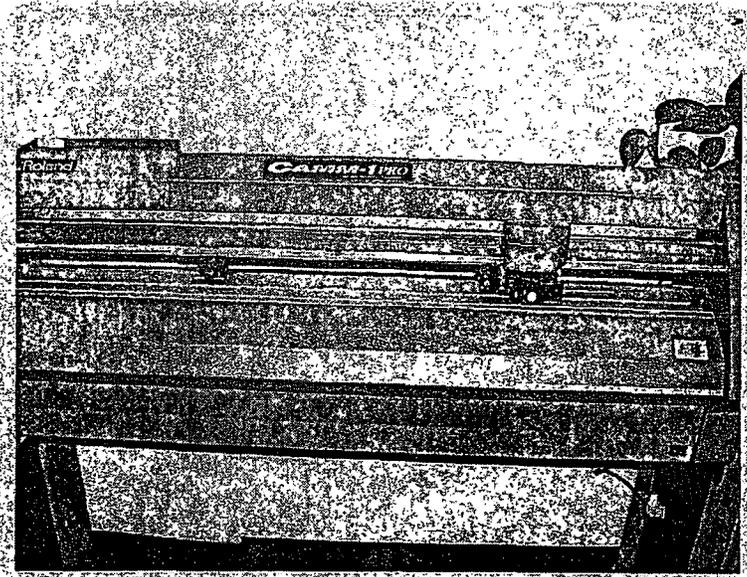
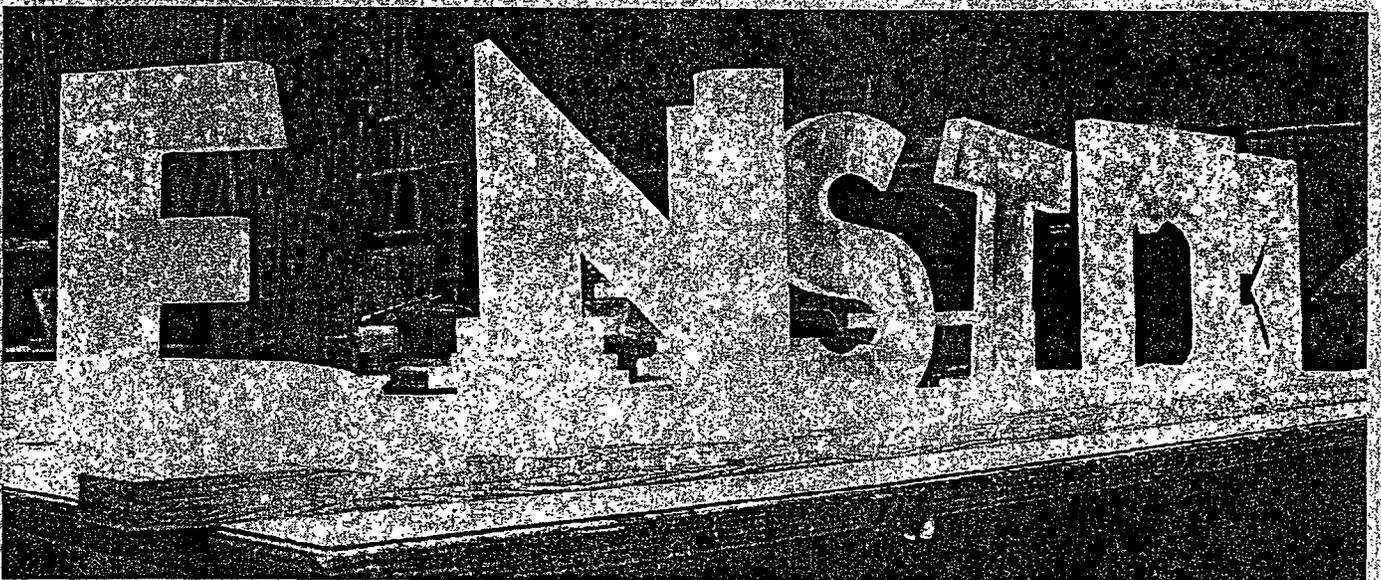


# Specific Skills & Abilities (cont'd)

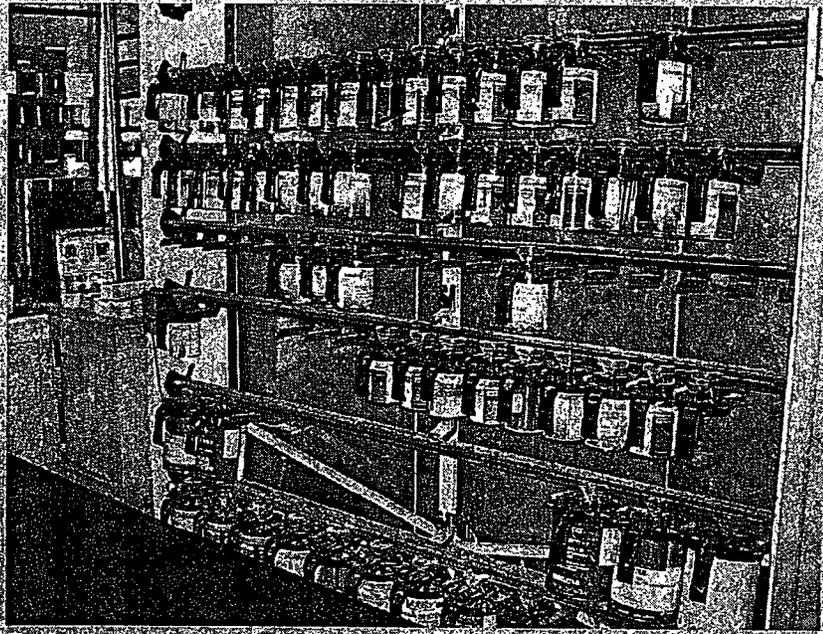


## Plastics Fabrication

Computer cut vinyl appliqué is done using a plotter (vinyl cutting machine) in Phoenix. The computerized routing and cutting is also done internally. Raised photopolymer, engraving and Braille inlay are completed by local subcontractors.



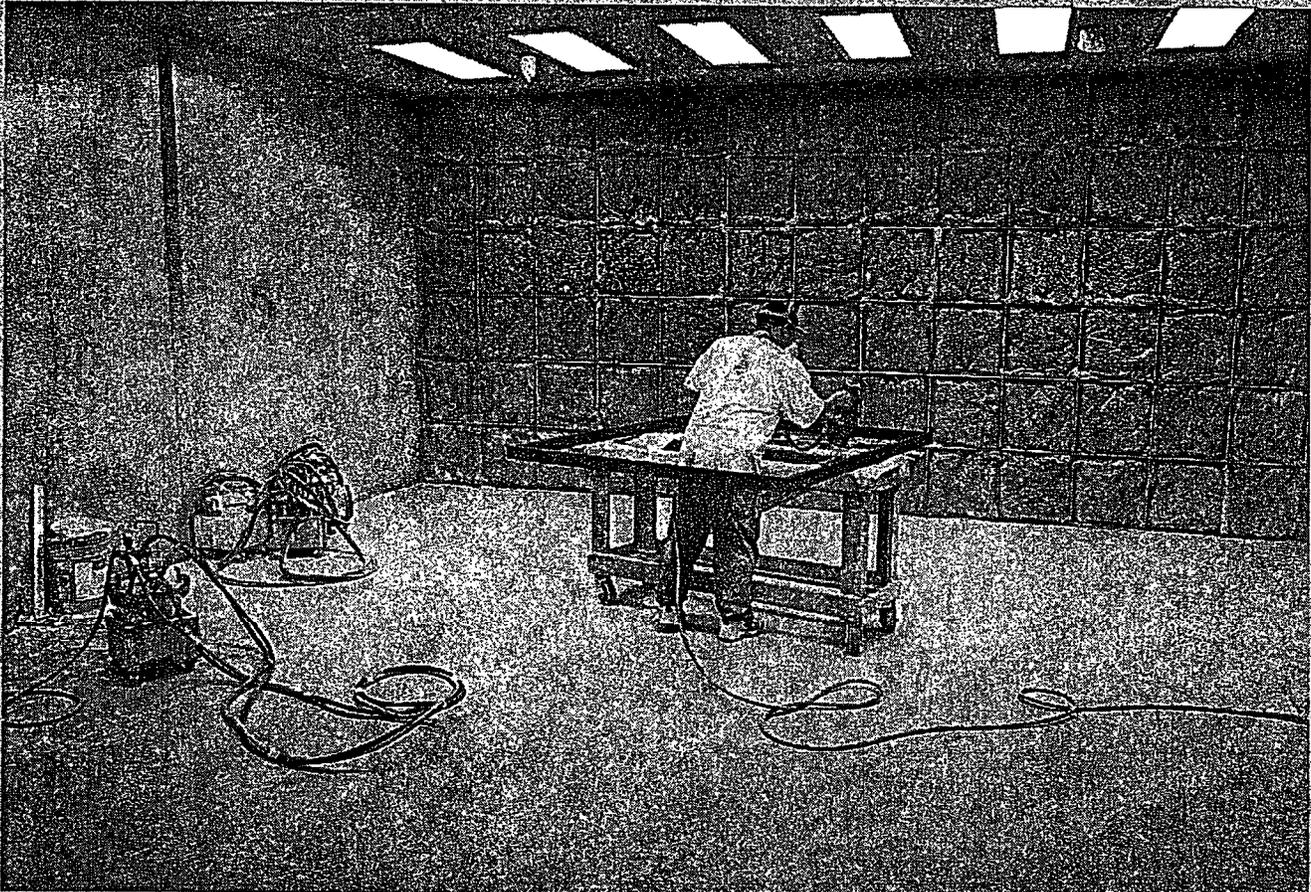
## Proposed Project Team (cont'd)



### Painting for Metal and Plastics Fabrication

Painting for metal and plastics fabrication can be done at a variety of MSI locations. When the 41,000 square foot Consolidated production facility was built in San Diego County, a state-of-the-art paint facility was created that surpassed California EPA standards. MSI's Divisions also put the environment first by using techniques such as UV Drying in Phoenix and Powder Coating.

Typically, MSI uses a two-stage painting process that involves a base and a clear coat. The paints are mixed using Valspar automotive grade paint with a low VOC process.

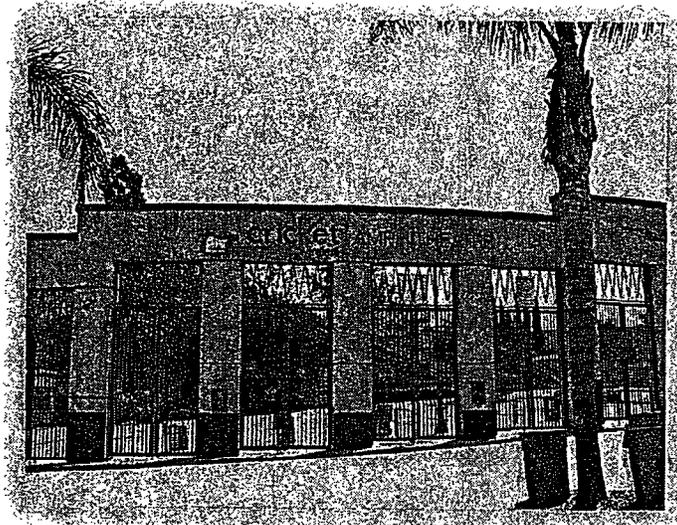


# Cost

---

Costs are included in the following matrix. The billable rates are as follows:

- Principal. n/a – included in service
- Project Manager n/a – included in service
- Designer \$109
- Fabricator. \$75
- Installer \$75



**NAVAL MEDICAL CENTER  
SAN DIEGO**

# MSI's Mission Statement & Philosophy

---

## Mission

Motivational Systems, Inc., is dedicated to being a contributing member of the communities in which we do business.

We provide quality products, exceptional service, innovative design, and an environment of opportunity for both client and employee to exceed their highest expectations.

## Company Philosophy

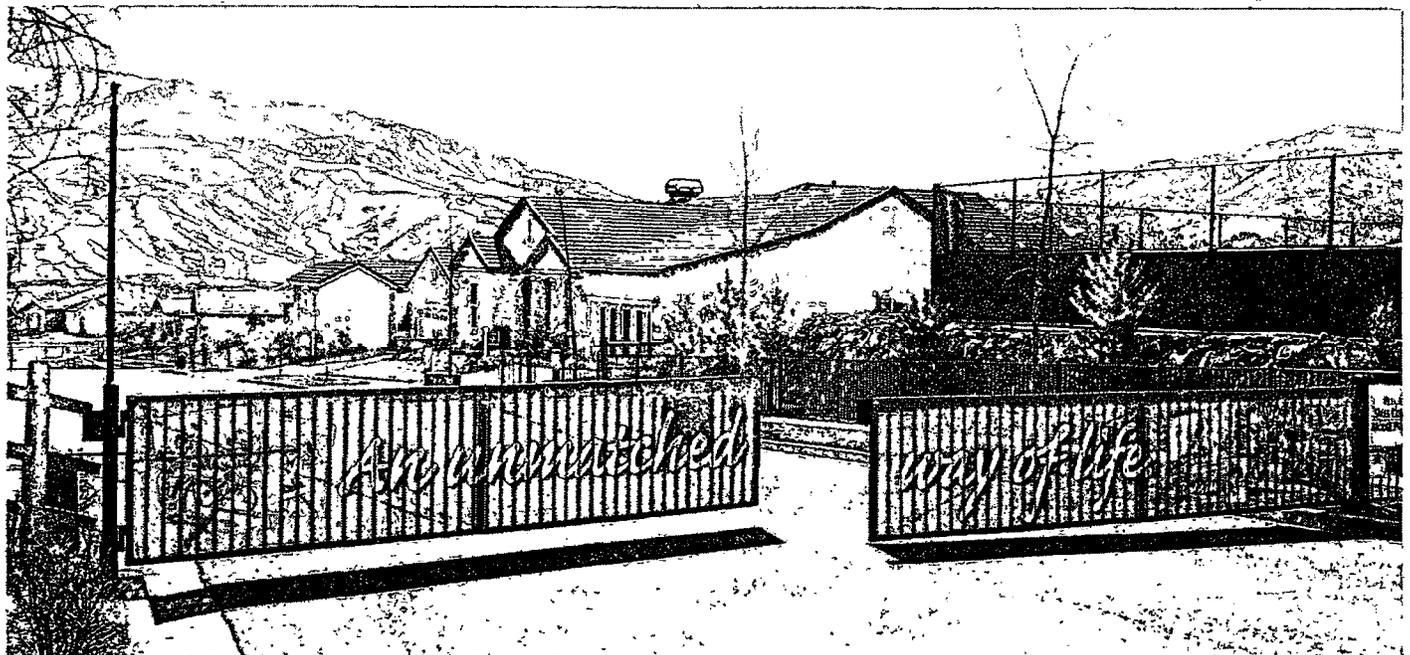
*The driving force behind all of our success is the desire to be F A I R.*  
Fairness to our clients, co-workers, sub-contractors, suppliers, consultants, and to ourselves is the foundation of our success.

Attitude that is professional and positive is the spirit of our company and enables us to achieve positive results.

Integrity in our product and in our relationships comes from honoring our commitments and striving to do our very best.

Respect for our work, our clients, our company and ourselves enables us to reach our personal and professional goals.

Fairness ✕ Attitude ✕ Integrity ✕ Respect



PROJECT  
**WESTLAKE HIGH SCHOOL**

CLIENT  
**EANES INDEPENDENT SCHOOL DISTRICT**

JOB #  
**897-00445-057**

MO #  
**31666**

AE  
**KEVIN FLEMING**

DESIGNER  
**SUSAN DUFFETT**

ORIGINAL DATE  
**5-1-09**

REVISIONS  
**5-5-09**

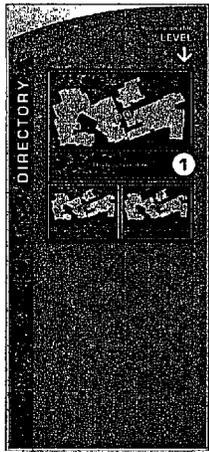
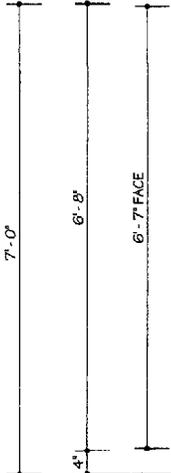
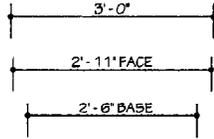
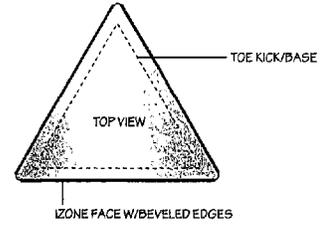
SCALE  
**3/8" = 1' - 0"**

MAC FILE NAME (GD-9)  
**1-113-SIDED DIRECTORY**

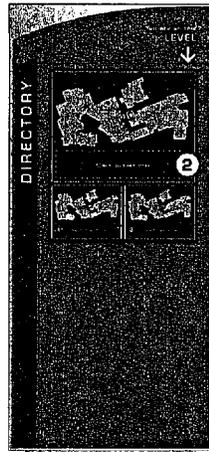
LOGO IS PROO-READY

CLIENT APPROVAL  
 As Is  With revision(s)

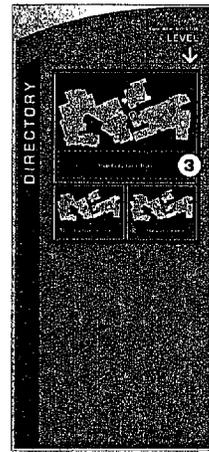
Signature \_\_\_\_\_ Date \_\_\_\_\_  
Your signature indicates final approval of the design. Motivating M&D Inc. reserves the right of incorporation. This is an original M&D design. All rights to use or reproduce in whole or in part in any form or by electronic or mechanical means without the written consent of M&D. Colors shown are not true to color as they appear. For exact color match, refer to actual materials being used. ©



LEVEL 1



LEVEL 2



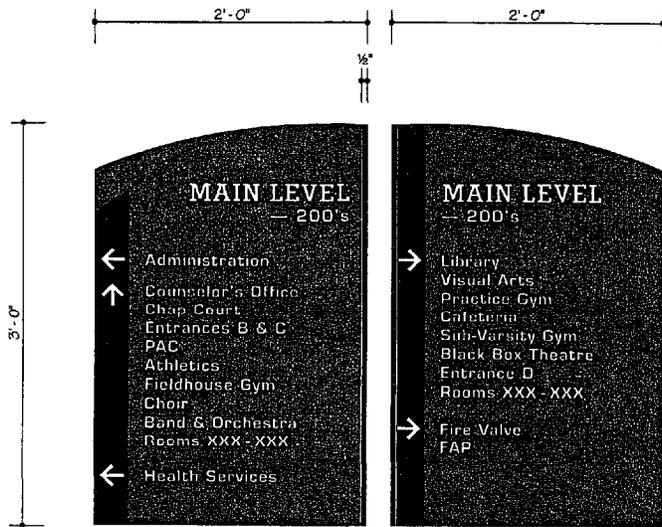
LEVEL 3

**FREESTANDING 3-SIDED INTERIOR DIRECTORY**

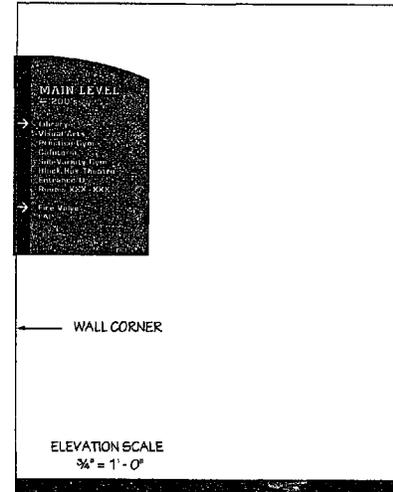
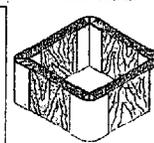
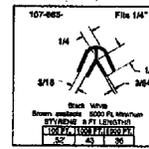
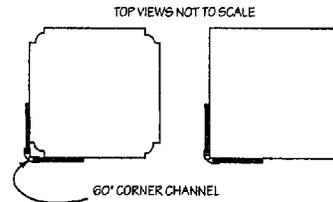
- SUB -- ALUMINUM STRUCTURE PAINTED MATTHEWS MP30 136 BRUSHED ALUMINUM, MATTE FINISH
- COLORS -- BLACK, WHITE, PMS \_\_\_\_ / MAROON, PMS 286 / BLUE & PMS 287 / DEEP BLUE AS SHOWN
- LARGE LOGOMARK -- PMS 287 / DEEP BLUE
- FACE -- ACTUAL MAP ART TO BE DETERMINED, 1/8" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE MOUNTED FLUSH TO FACE WITH THREADED HOLES & CONCEALED FASTENERS
- FONT -- EUROSTILE

\* NOTE ALL PAINTS TO BE MATTHEWS ENAMEL

SIGN TYPE 1-113



NOTE TALLEST POINT OF SIGN ARCH TO MEET UP WITH PILLAR CORNER OR WALL CORNER



**LARGE CORNER WRAP INTERIOR DIRECTIONAL**

- SUB -- 2 SIGNS AT CORNER, 1/4" THICK, IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE, MATTE FINISH
- COLORS -- BLACK, WHITE, PMS \_\_\_\_ / MAROON, PMS 286 / BLUE & PMS 287 / DEEP BLUE AS SHOWN
- LARGE LOGOMARK -- PMS 287 / DEEP BLUE
- MOUNT -- FLUSH MOUNT TO WALL WITH FOAM TAPE & SILICONE. ATTACH BLACK 60° CORNER CHANNEL TO CONCEAL CORNER
- FONTS -- MEMPHIS BOLD & EUROSTILE



- |   |   |
|---|---|
| <input type="checkbox"/> Austin<br><input type="checkbox"/> Denver<br><input type="checkbox"/> Fresno<br><input type="checkbox"/> Las Vegas<br><input type="checkbox"/> Livermore<br><input type="checkbox"/> Phoenix<br><input type="checkbox"/> Sacramento<br><input type="checkbox"/> San Antonio<br><input type="checkbox"/> San Diego<br><input type="checkbox"/> Seattle<br><input type="checkbox"/> Southern CO<br><input type="checkbox"/> 802-484-8844 | <input type="checkbox"/> San Antonio<br><input type="checkbox"/> San Diego<br><input type="checkbox"/> Seattle<br><input type="checkbox"/> Southern CO<br><input type="checkbox"/> 818-370-0214<br><input type="checkbox"/> 619-449-5151<br><input type="checkbox"/> 619-474-8244<br><input type="checkbox"/> 206-275-4893<br><input type="checkbox"/> 303-573-0637 |
|---|---|

PROJECT  
WESTLAKE HIGH SCHOOL

CLIENT  
EANES INDEPENDENT SCHOOL DISTRICT

JOB #  
597-00445-057

MO #  
31666

AE  
KEVIN FLEMING

DESIGNER  
SUSAN DUFFETT

ORIGINAL DATE  
5-1-09

REVISIONS  
5-5-09  
5-8-09  
5-19-09

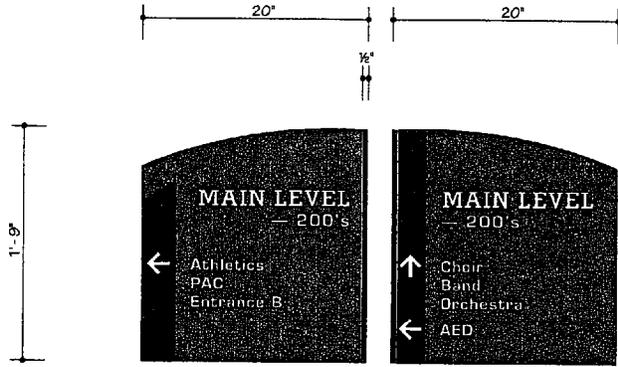
SCALE  
1 1/2" = 1'-0"

MAC FILE NAME (JOB#)  
1-2a WL LARGE DIRECTIONAL

LOGO IS PROD. READY

CLIENT APPROVAL  
 As Is  With revision(s)

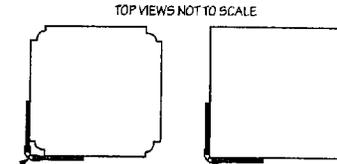
Signatures Date  
Your signature indicates that approval of the design, including M&S from responsibility of incorrect information. This is an original M&S design. All rights to use or reproduce in whole or in part, in any form or by any means, are reserved. It is understood that the client retains the exclusive right of use.  
Colors shown are not true matches to final product. For exact color match, refer to actual materials being used. ©



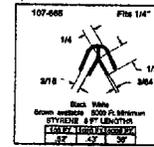
NOTE: TALLEST POINT OF SIGN ARCH TO MEET UP WITH PILLAR CORNER OR WALL CORNER

**SMALL CORNER WRAP INTERIOR DIRECTIONAL**

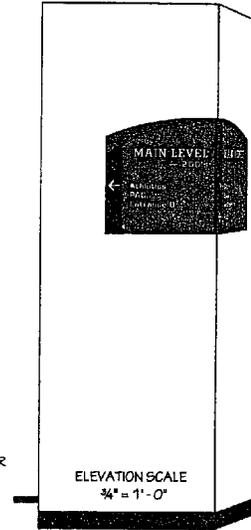
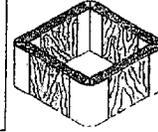
- SUB -- 2 SIGNS AT CORNER, 1/4" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE, MATTE FINISH
- COLORS -- BLACK, WHITE, PMS 286/MAROON, PMS 286/BLUE & PMS 287/DEEP BLUE AS SHOWN
- LARGE LOGOMARK -- PMS 287/DEEP BLUE
- MOUNT -- FLUSH MOUNT TO WALL WITH FOAM TAPE & SILICONE, ATTACH BLACK 60° CORNER CHANNEL TO CONCEAL CORNER
- FONTS -- MEMPHIS BOLD & EUKOSTILE



60° CORNER CHANNEL



60° Corner Channel



SIGN TYPE 1-21

**Motivational Systems Inc**

- |   |                                      |
|---|--------------------------------------|
| <input checked="" type="checkbox"/> Anaheim | <input type="checkbox"/> Sacramento  |
| <input type="checkbox"/> Denver             | <input type="checkbox"/> San Antonio |
| <input type="checkbox"/> Fresno             | <input type="checkbox"/> San Diego   |
| <input type="checkbox"/> Las Vegas          | <input type="checkbox"/> Seattle     |
| <input type="checkbox"/> Livermore          | <input type="checkbox"/> Southern CO |
| <input type="checkbox"/> Phoenix            | <input type="checkbox"/> Houston     |

PROJECT  
WESTLAKE HIGH SCHOOL

CLIENT  
EANES INDEPENDENT SCHOOL DISTRICT

JOB #  
597-00445-057

MO #  
31666

AE  
KEVIN FLEMING

DESIGNER  
SUSAN DUFFETT

ORIGINAL DATE  
5-1-09

REVISIONS  
5-5-09

SCALE  
1 1/2" = 1'-0"

MAC FILE NAME (GD-F)  
1-2b WL SMALL DIRECTIONAL

LOGO IS PROD-READY

CLIENT APPROVAL  
 As is  With revision(s)

Signatures \_\_\_\_\_ Date \_\_\_\_\_  
Your signature indicates final approval of this design, releasing MGI from responsibility of incorrect information. This is an original hard design. All rights to use or reproduction is voided if it gets in any form or in substance or produced any. If errors, the staff returns the original hard design.  
Colors shown are not true matches to final product. For most color match, refer to actual materials being used. If

- Austin 512-285-1872
- Denver 303-790-2780
- Frisco 972-430-2822
- Las Vegas 702-358-8700
- Livermore 925-464-1900
- Phoenix 602-484-8844
- Sacramento 916-480-0214
- San Antonio 214-655-0511
- San Diego 619-472-8216
- Seattle 206-472-8216
- Southern Ca 951-228-2347

**PROJECT**  
WESTLAKE HIGH SCHOOL

**CLIENT**  
EANES INDEPENDENT SCHOOL DISTRICT

**JOB #**  
597-00445-057

**NO #**  
31666

**AE**  
KEVIN FLEMING

**DESIGNER**  
SUSAN DUFFETT

**ORIGINAL DATE**  
5-1-09

**REVISIONS**  
5-5-09  
5-8-09

**SCALE**  
1/2" = 1"

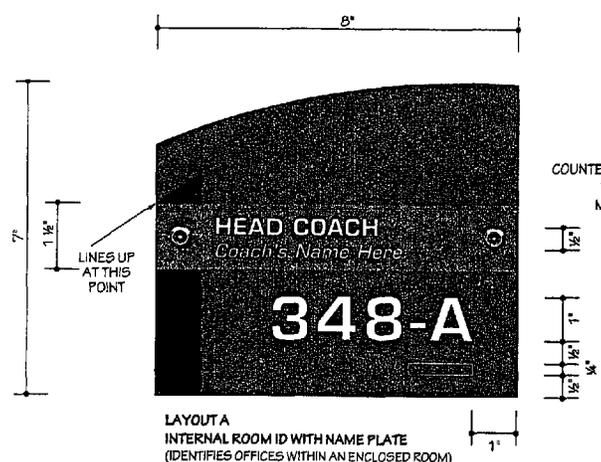
**MAC FILE NAME (CDD)**  
1-4 WL DESTINATION ROOM ID

**LOGO IS PROD. READY**

**CLIENT APPROVAL**  
 As Is  With revision(s)

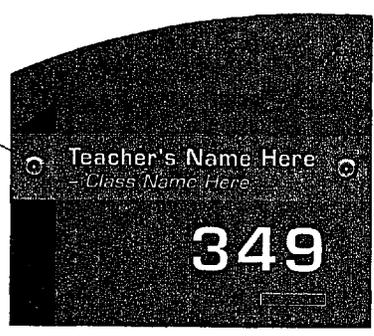
Signatures  
Your signature indicates final approval of the design. Missing MS from responsible of incorrect information. The manufacturer will design, all rights to use or reproduce in whole or in part, in any form or by electronic or printed means, reserves that will remain the architect's right of AIA.

Colors shown are not necessarily to final product. For exact color match, refer to actual material being used. ©



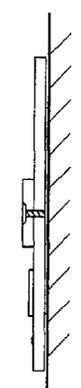
**LAYOUT A**  
INTERNAL ROOM ID WITH NAME PLATE  
(IDENTIFIES OFFICES WITHIN AN ENCLOSED ROOM)

COUNTER SUNK, TAMPER PROOF  
TORX FLAT HEAD  
MACHINE SCREWS



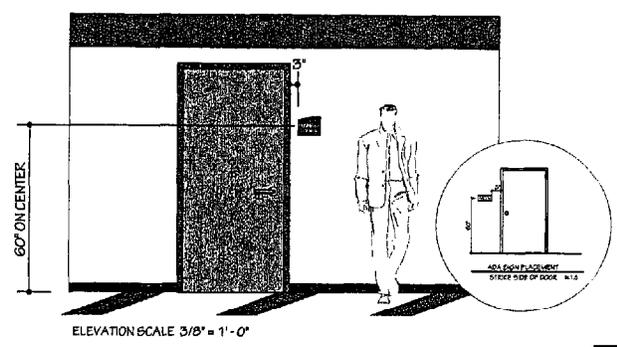
**LAYOUT B**  
CLASSROOM ID WITH NAME PLATE

SIDE VIEW



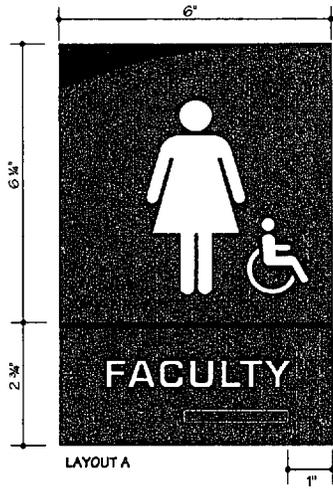
**ROOM ID WITH NAME PLATE**

- SUB -- 1/4" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE, MATTE FINISH
- COLORS -- BLACK, WHITE, PMS \_\_\_\_ /MAROON, PMS 286/BLEU & PMS 287/DEEP BLUE
- REMOVABLE NAME PLATE -- 1/4" THICK CLEAR NON-GLARE ACRYLIC WITH SUB-SURFACE WHITE VCO COPY, MOUNTS TO SUB WITH COUNTER SUNK, TAMPER PROOF TORX FLAT HEAD SCREWS
- ROOM NUMBER -- 1/32" GRAVO-TAC ENGRAVING STOCK #214-114/BRIGHT WHITE
- BRAILLE -- CLEAR GRADE II BRAILLE (FABRICATOR TO TRANSLATE)
- MOUNT -- FLUSH MOUNT TO WALL OR GLASS WITH FOAM TAPE & SILICONE, PER ADA GUIDELINES AS SHOWN (NOTE FOR GLASS MOUNT SIGNS, APPLY MATTE BLACK VINYL, SAME SHAPE AS SIGN TO OPPOSITE SIDE OF GLASS)
- FONT -- EUROSTILE



ELEVATION SCALE 3/8" = 1'-0"

SIGN TYPE 1-A



LAYOUT A



LAYOUT B



LAYOUT C

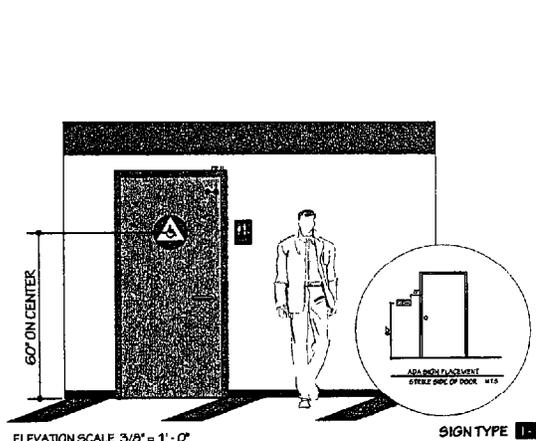


LAYOUT D



LAYOUT E

SIDE VIEW



ELEVATION SCALE 3/8" = 1' - 0"

SIGN TYPE 11-7

- RESTROOM WALL SIGN**
- SUB -- 1/4" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE, MATTE FINISH
  - COLORS -- BLACK, WHITE, PMS \_\_\_\_ / MAROON, PMS 286 / BLUE & PMS 287 / DEEP BLUE
  - SYMBOLS & COPY -- 1/32" GRAYO-TAC ENGRAVING STOCK #214-114 / BRIGHT WHITE
  - BRAILLE -- CLEAR GRADE II BRAILLE (FABRICATOR TO TRANSLATE)
  - MOUNT -- FLUSH MOUNT TO WALL WITH FOAM TAPE & SILICONE PER ADA GUIDELINES
  - FONT -- EUROSTILE

**Motivational Systems Inc**

- |  |  |
|--|--|
| <input type="checkbox"/> Austin<br>4372 848-1172     | <input type="checkbox"/> Sacramento<br>916 455-0234    |
| <input type="checkbox"/> Denver<br>(303) 740-0780    | <input type="checkbox"/> San Antonio<br>210 280-9355   |
| <input type="checkbox"/> Fresno<br>(559) 431-2502    | <input type="checkbox"/> San Diego<br>619 474-1244     |
| <input type="checkbox"/> Las Vegas<br>(702) 333-8475 | <input type="checkbox"/> Seattle<br>(206) 375-8895     |
| <input type="checkbox"/> Livermore<br>(925) 448-1900 | <input type="checkbox"/> Southern CO<br>(971) 282-6637 |
| <input type="checkbox"/> Phoenix<br>(602) 484-8444   |  |

PROJECT  
WESTLAKE HIGH SCHOOL

CLIENT  
EANES INDEPENDENT SCHOOL DISTRICT

JOB #  
597-00445-057

MO #  
31666

AE  
KEVIN FLEMING

DESIGNER  
SUSAN DUFFETT

ORIGINAL DATE  
5-1-09

REVISIONS  
5-5-09  
5-7-09  
5-21-09

SCALE  
1/8" = 1"

MAC FILE NAME (GD-9)  
1-7 WL RESTROOM WALL (ADA)

LOGO IS PROD. READY

CLIENT APPROVAL  
 As is  With revision(s)

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Your signature indicates final approval of this design. Motivational Systems Inc. assumes no liability for unapproved alterations. This is an original MSJ design. All rights in use or reproduction in whole or in part, in any form or by whatever means or process are reserved. Plans and specifications shall remain the exclusive right of MSJ.  
Colors shown are not true matches to final product. To avoid color match, refer to actual materials being used.

PROJECT  
**WESTLAKE HIGH SCHOOL**

CLIENT  
**EANES INDEPENDENT SCHOOL DISTRICT**

JOB #  
**597-00445-057**

MO #  
**31666**

AE  
**KEVIN FLEMING**

DESIGNER  
**SUSAN DUFFETT**

ORIGINAL DATE  
**5-1-09**

REVISIONS  
**5-5-09**

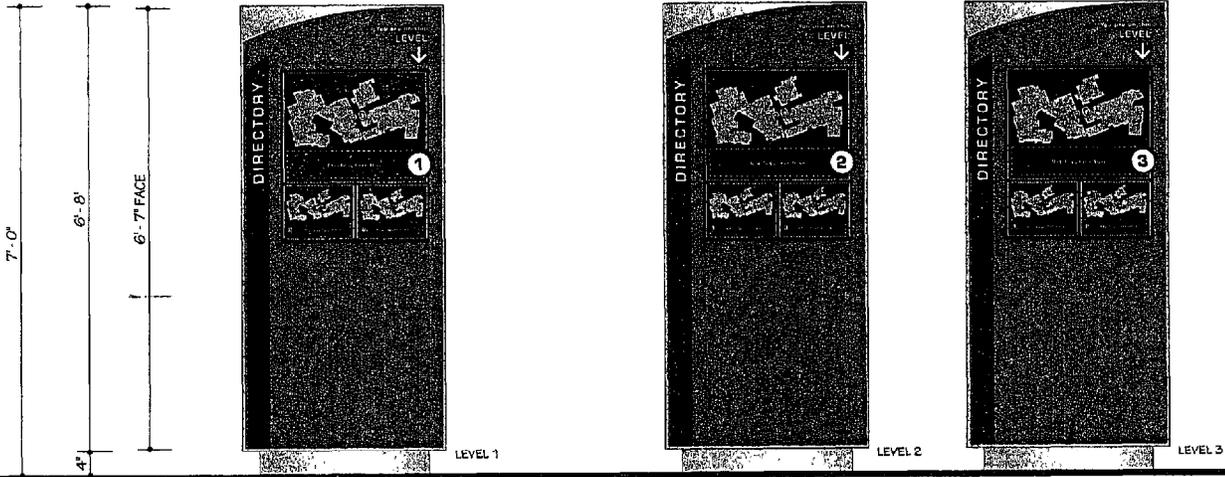
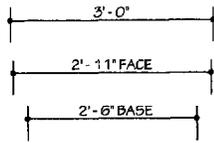
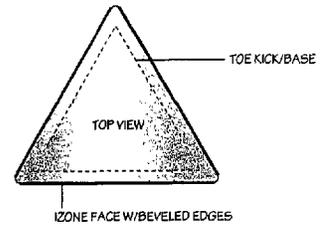
SCALE  
**3/4" = 1'-0"**

MAC FILE NAME (GDP)  
**1-1 L 3-SIDED DIRECTORY**

LOGO IS PROD-READY

CLIENT APPROVAL  
 As Is  With revision(s)

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Your signature indicates final approval of this design, releasing MSI from responsibility of incorrect information. This is an original MSI design. All rights are reserved for MSI. All other rights remain the property of MSI. Colors shown are not true matches to final product. For exact color match, refer to actual materials being used.



**FREE-STANDING 3-SIDED INTERIOR DIRECTORY**

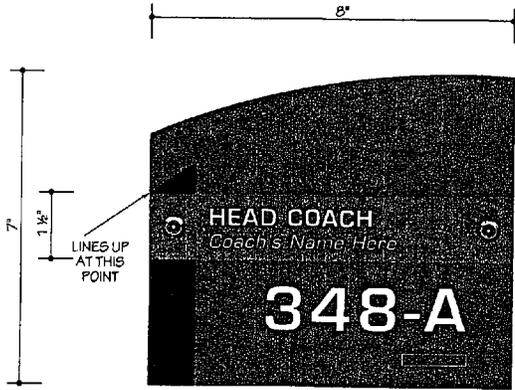
- SUB -- ALUMINUM STRUCTURE PAINTED MATTHEWS MP30136 BRUSHED ALUMINUM, MATTE FINISH
- COLORS -- BLACK, WHITE, PMS \_\_\_\_/MAROON, PMS 286/BLEU & PMS 287/DEEP BLUE AS SHOWN
- LARGE LOGOMARK -- PMS 287/DEEP BLUE
- FACE -- ACTUAL MAP ART TO BE DETERMINED, 1/8" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE MOUNTED FLUSH TO FACE WITH THREADED HOLES & CONCEALED FASTENERS
- FONT -- EUROSTILE

\*NOTE: ALL PAINTS TO BE MATTHEWS ENAMEL

SIGN TYPE **1-1**

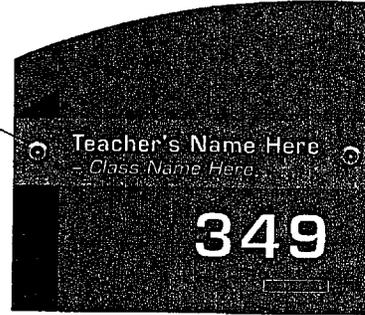






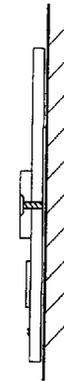
LAYOUT A  
INTERNAL ROOM ID WITH NAME PLATE  
(IDENTIFIES OFFICES WITHIN AN ENCLOSED ROOM)

COUNTER SUNK, TAMPER PROOF  
TORX FLAT HEAD  
MACHINE SCREWS



LAYOUT B  
CLASSROOM ID WITH NAME PLATE

SIDE VIEW



**Motivational Systems Inc**

- |   |   |
|---|---|
| <input type="checkbox"/> Austin<br>012 2841172    | <input type="checkbox"/> Sacramento<br>916 0550214  |
| <input type="checkbox"/> Denver<br>303 7900780    | <input type="checkbox"/> San Antonio<br>210 8091151 |
| <input type="checkbox"/> Fresno<br>559 4313802    | <input type="checkbox"/> San Diego<br>619 4242144   |
| <input type="checkbox"/> Las Vegas<br>702 3254670 | <input type="checkbox"/> Seattle<br>206 3744815     |
| <input type="checkbox"/> Livermore<br>925 4681700 | <input type="checkbox"/> Southern Ca<br>951 2821627 |
| <input type="checkbox"/> Phoenix<br>602 4848844   |   |

PROJECT  
WESTLAKE HIGH SCHOOL

CLIENT  
EANES INDEPENDENT SCHOOL DISTRICT

JOB #  
597-00445-057

MO #  
31666

AE  
KEVIN FLEMING

DESIGNER  
SUSAN DUFFETT

ORIGINAL DATE  
5-1-09

REVISIONS  
5-5-09  
5-8-09

SCALE  
1/8" = 1"

HAC FILE NAME (G09)  
1-4 WL DESTINATION ROOM ID

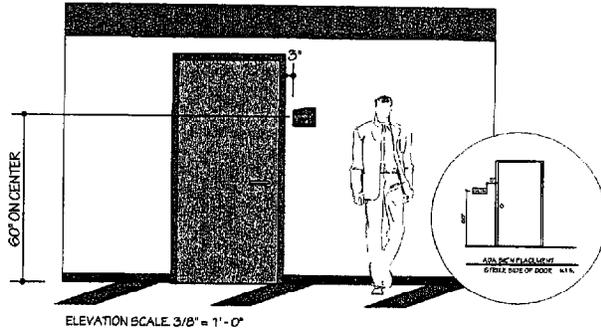
LOGO IS PROD-READY

CLIENT APPROVAL  
 As Is  With revision(s)

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Your Signature indicates final approval of this design, releasing MSI from responsibility of material fabrication. This is an original MSI design. All rights to use or reproduce in whole or in part, in any form or by any means or procedure any Electronic, Printed, shall remain the exclusive right of MSI. Colors shown are not true matches to final product. For exact color match, refer to actual materials being used.

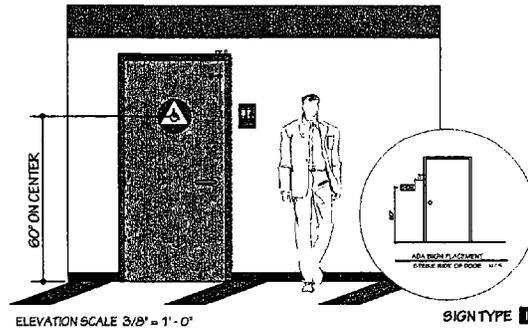
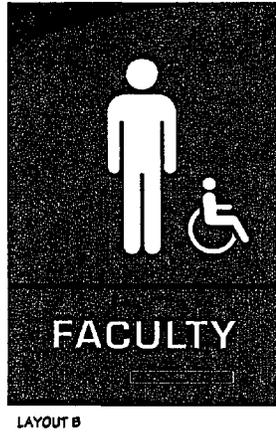
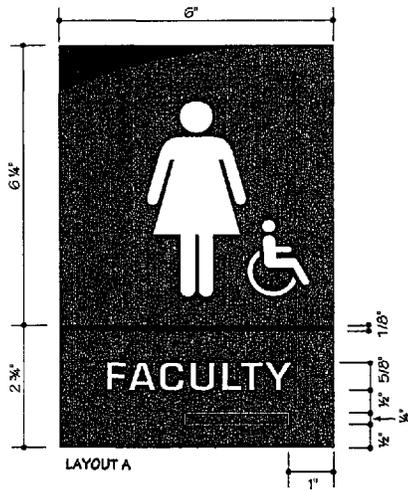
**ROOM ID WITH NAME PLATE**

- SUB -- 1/4" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE, MATTE FINISH
- COLORS -- BLACK, WHITE, PMS \_\_\_\_\_/MAROON, PMS 286/BLUE & PMS 287/DEEP BLUE
- REMOVABLE NAME PLATE -- 1/8" THICK CLEAR NON-GLARE ACRYLIC WITH SUB-SURFACE WHITE VCO COPY, MOUNTS TO SUB WITH COUNTER SUNK, TAMPER PROOF TORX FLAT HEAD SCREWS
- ROOM NUMBER -- 1/32" GRAVO-TAC ENGRAVING STOCK #2 14-1 14/BRIGHT WHITE
- BRAILLE -- CLEAR GRADE II BRAILLE (FABRICATOR TO TRANSLATE)
- MOUNT -- FLUSH MOUNT TO WALL OR GLASS WITH FOAM TAPE & SILICONE, PER ADA GUIDELINES AS SHOWN (NOTE FOR GLASS MOUNT SIGNS, APPLY MATTE BLACK VINYL, SAME SHAPE AS SIGN TO OPPOSITE SIDE OF GLASS)
- FONT -- EUROSTILE



ELEVATION SCALE. 3/8" = 1'-0"

SIGN TYPE 114



**RESTROOM WALL SIGN**

- SUB -- 1/4" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE, MATTE FINISH
- COLORS -- BLACK, WHITE, PMS /MAROON, PMS 286/BLUE & PMS 287/DEEP BLUE
- SYMBOLS & COPY -- 1/32" GRAVO-TAC ENGRAVING STOCK #214-114/BRIGHT WHITE
- BRAILLE -- CLEAR GRADE II BRAILLE (FABRICATOR TO TRANSLATE)
- MOUNT -- FLUSH MOUNT TO WALL WITH FOAM TAPE & SILICONE PER ADA GUIDELINES
- FONT -- EURDSITILE

**Motivational Systems Inc**

- |  |  |
|--|--|
| <input type="checkbox"/> Anaheim<br>951.383.1372   | <input type="checkbox"/> Sacramento<br>916.433.0234  |
| <input type="checkbox"/> Denver<br>303.790.0780    | <input type="checkbox"/> San Antonio<br>214.633.6553 |
| <input type="checkbox"/> Fresno<br>559.491.8282    | <input type="checkbox"/> San Diego<br>619.478.214    |
| <input type="checkbox"/> Las Vegas<br>702.353.4470 | <input type="checkbox"/> Seattle<br>206.375.4812     |
| <input type="checkbox"/> Livermore<br>925.449.1907 | <input type="checkbox"/> Southern CO<br>303.738.2527 |
| <input type="checkbox"/> Phoenix<br>602.888.8844   |  |

PROJECT  
WESTLAKE HIGH SCHOOL

CLIENT  
EANES INDEPENDENT SCHOOL DISTRICT

JOB #  
597-00445-057

MO #  
31666

AE  
KEVIN FLEMING

DESIGNER  
SUSAN DUFFETT

ORIGINAL DATE  
5 - 1 - 09

REVISIONS  
5 - 5 - 09  
5 - 7 - 09  
5 - 21 - 09

SCALE  
3/8" = 1"

MAC FILE NAME (GDG)  
1 - 7 WIL RESTROOM WALL (ADA)

LOGO IS PROD-READY

CLIENT APPROVAL  
 As Is  With revisions

Signature  
Your signature indicates that approval of the design making MSJ responsible for accuracy of the design. This is an original MSJ design. All rights in use or reproduction in whole or in part in any form or in electronic or printed any manner. Material shall remain the intellectual property of MSJ.  
Colors shown are not true matches to final product. For exact color results, refer to actual materials being used. ©

- |   |   |
|---|---|
| <input type="checkbox"/> Austin 512 344-1572    | <input type="checkbox"/> Sacramento 916 435-2214  |
| <input type="checkbox"/> Denver 303 790-7190    | <input type="checkbox"/> San Antonio 214 606-6555 |
| <input type="checkbox"/> Fresno 559 431-2282    | <input type="checkbox"/> San Diego 619 474-8246   |
| <input type="checkbox"/> Las Vegas 702 333-6670 | <input type="checkbox"/> Seattle 206 275-8895     |
| <input type="checkbox"/> Las Vegas 702 333-6670 | <input type="checkbox"/> Southern Ca 951 258-3627 |
| <input type="checkbox"/> Phoenix 602 441-1800   |   |
| <input type="checkbox"/> Phoenix 602 441-1800   |   |

PROJECT  
**WESTLAKE HIGH SCHOOL**

CLIENT  
**EANES INDEPENDENT SCHOOL DISTRICT**

JOB #  
**597 - 00445 - 057**

MO #  
**31666**

AE  
**KEVIN FLEMING**

DESIGNER  
**SUSAN DUFFETT**

ORIGINAL DATE  
**5 - 1 - 09**

REVISIONS  
**5 - 5 - 09**

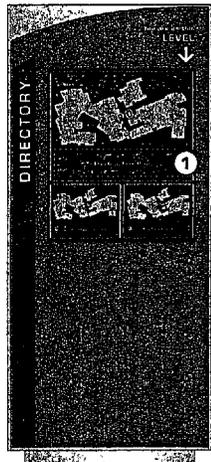
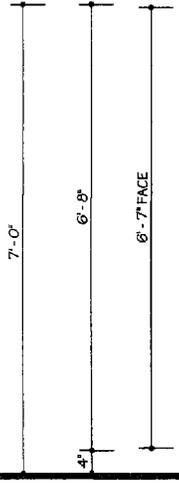
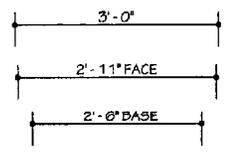
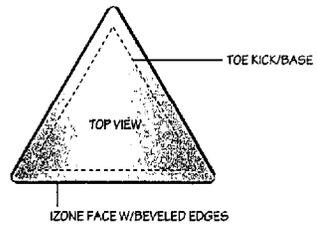
SCALE  
**3/4" = 1' - 0"**

MAC FILE NAME (G0-9)  
**1 - 1 L3-SIDED DIRECTORY**

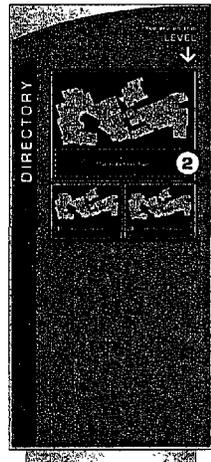
LOGO IS PROO-READY

CLIENT APPROVAL  
 As Is  With revision(s)

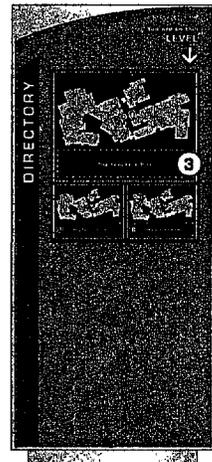
Signature \_\_\_\_\_ Date \_\_\_\_\_  
 You represent and warrant approval of the design showing and from responsibility of incorrect information. This is not an endorsement. All rights in any form or in substance are reserved. Any fabrication shall remain the exclusive right of MSI.  
 Colors shown are not a guarantee of final product. For exact color match, refer to actual material being used. ©



LEVEL 1



LEVEL 2



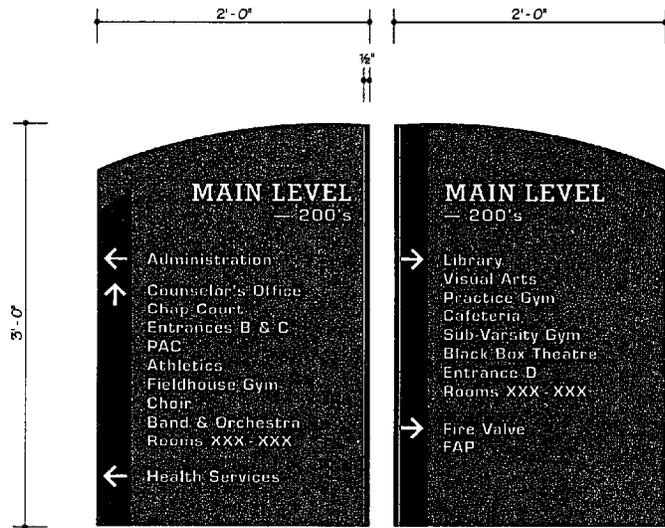
LEVEL 3

**FREE-STANDING 3-SIDED INTERIOR DIRECTORY**

- SUB -- ALUMINUM STRUCTURE PAINTED MATTHEWS MP30136 BRUSHED ALUMINUM, MATTE FINISH
- COLORS -- BLACK, WHITE, PMS \_\_\_\_ / MAROON, PMS 286 / BLUE & PMS 287 / DEEP BLUE AS SHOWN
- LARGE LOGOMARK -- PMS 287 / DEEP BLUE
- FACE -- ACTUAL MAP ART TO BE DETERMINED, 1/8" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE MOUNTED FLUSH TO FACE WITH THREADED HOLES & CONCEALED FASTENERS
- FONT -- EUROSTILE

\* NOTE: ALL PAINTS TO BE MATTHEWS ENAMEL

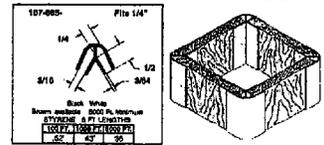
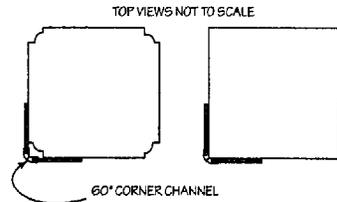
SIGN TYPE **1 - 1**



NOTE: TALLEST POINT OF SIGN ARCH TO MEET UP WITH PILLAR CORNER OR WALL CORNER

**LARGE CORNER WRAP INTERIOR DIRECTIONAL**

- **SUB** -- 2 SIGNS AT CORNER, 1/2" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE, MATTE FINISH
- **COLORS** -- BLACK, WHITE, PMS \_\_\_\_ / MAROON, PMS 286 / BLUE & PMS 287 / DEEP BLUE AS SHOWN
- **LARGE LOGOMARK** -- PMS 287 / DEEP BLUE
- **MOUNT** -- FLUSH MOUNT TO WALL WITH FOAM TAPE & SILICONE. ATTACH BLACK 60° CORNER CHANNEL TO CONCEAL CORNER
- **FONT** -- MEMPHIS BOLD & EUROSTILE



WALL CORNER

ELEVATION SCALE  
3/4" = 1'-0"

**Motivational Systems Inc**

- |   |   |
|---|---|
| <input type="checkbox"/> Austin 512-383-1372    | <input type="checkbox"/> Sacramento 916-423-0214  |
| <input type="checkbox"/> Denver 303-790-0790    | <input type="checkbox"/> San Antonio 214-328-9333 |
| <input type="checkbox"/> Fresno 559-431-9382    | <input type="checkbox"/> San Diego 619-474-7549   |
| <input type="checkbox"/> Las Vegas 702-333-6075 | <input type="checkbox"/> Seattle 206-273-4893     |
| <input type="checkbox"/> Livermore 925-469-9000 | <input type="checkbox"/> Southern CO 951-225-9227 |
| <input type="checkbox"/> Phoenix 602-484-8444   |   |

PROJECT  
**WESTLAKE HIGH SCHOOL**

CLIENT  
**EANES INDEPENDENT SCHOOL DISTRICT**

JOB #  
**597-00445-057**

MO #  
**31666**

AE  
**KEVIN FLEMING**

DESIGNER  
**SUSAN DUFFETT**

ORIGINAL DATE  
**5-1-09**

REVISIONS  
**5-5-09**  
**5-8-09**  
**5-19-09**

SCALE  
**1 1/4" = 1'-0"**

MAC FILE NAME (CD-R)  
**1-2a WL LARGE DIRECTIONAL**

LOGO IS PROD-READY

CLIENT APPROVAL  
 As Is  With revisions

Signature \_\_\_\_\_ Date \_\_\_\_\_  
I hereby certify that I am the designer of the design shown on this drawing and I am responsible for the design. This is an original design. All rights in any or reproduction in whole or in part, in any form or by any means or process, are reserved. Please do not remove the signature from this drawing.  
Colors shown are not true matches to final product. For exact color match, refer to actual materials being used. ©

SIGN TYPE **1-2a**



- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Austin 512 333-1372 | <input type="checkbox"/> Sacramento 916 635-0211  |
| <input type="checkbox"/> Denver 303 790-0790            | <input type="checkbox"/> San Antonio 214 340-0113 |
| <input type="checkbox"/> Fresno 559 431-2302            | <input type="checkbox"/> San Diego 619 474-2549   |
| <input type="checkbox"/> Las Vegas 702 334-4476         | <input type="checkbox"/> Seattle 206 375-8891     |
| <input type="checkbox"/> Overland Park 913 461-1900     | <input type="checkbox"/> Southern CA 951 228-2627 |
| <input type="checkbox"/> Phoenix 602 484-8344           |   |

PROJECT  
**WESTLAKE HIGH SCHOOL**

CLIENT  
**EANES INDEPENDENT SCHOOL DISTRICT**

JOB #  
**597 - 00445 - 057**

NO #  
**31666**

AE  
**KEVIN FLEMING**

DESIGNER  
**SUSAN DUFFETT**

ORIGINAL DATE  
**5 - 1 - 09**

REVISIONS  
**5 - 5 - 09**  
**5 - 8 - 09**

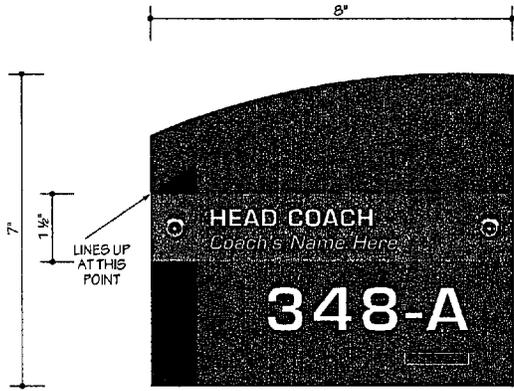
SCALE  
**1/4" = 1'**

MAC FILE NAME (GD-4)  
**1 - 4 WL DESTINATION ROOM ID**

LOGO IS PROD-READY

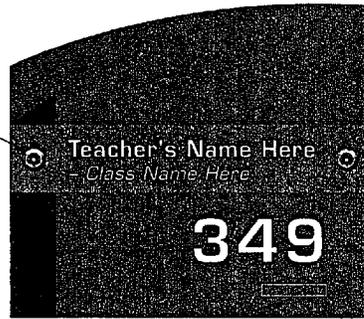
CLIENT APPROVAL  
 As Is  With revision(s)

Signatures \_\_\_\_\_ Date \_\_\_\_\_  
Your signature indicates final approval of this design, releasing MEI from responsibility of incorrect information. This is an original MEI design. All rights to use or reproduce or otherwise to exist in any form or by whatever or published way. It is your responsibility to remain the exclusive right of MEI.  
Colors shown are not true matches to final product. For exact color match, refer to actual materials being used. ©



LAYOUT A  
INTERNAL ROOM ID WITH NAME PLATE  
(IDENTIFIES OFFICES WITHIN AN ENCLOSED ROOM)

COUNTER SUNK, TAMPER PROOF TORX FLAT HEAD MACHINE SCREWS



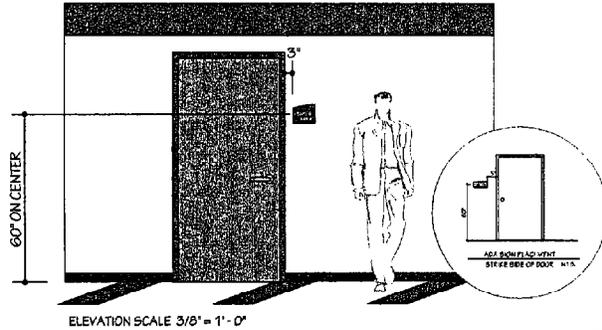
LAYOUT B  
CLASSROOM ID WITH NAME PLATE

SIDE VIEW



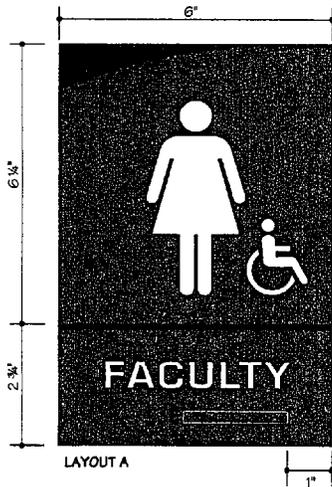
**ROOM ID WITH NAME PLATE**

- SUB -- 1/4" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE, MATTE FINISH
- COLORS -- BLACK, WHITE, PMS \_\_\_\_\_/MAROON, PMS 286/BLUE & PMS 287/DEEP BLUE
- REMOVABLE NAME PLATE -- 1/4" THICK CLEAR NON-GLARE ACRYLIC WITH SUB-SURFACE WHITE VCO COPY. MOUNTS TO SUB WITH COUNTER SUNK, TAMPER PROOF TORX FLAT HEAD SCREWS
- ROOM NUMBER -- 1/32" GRAVO-TAC ENGRAVING STOCK #214-114/BRIGHT WHITE
- BRAILLE -- CLEAR GRADE II BRAILLE (FABRICATOR TO TRANSLATE)
- MOUNT -- FLUSH MOUNT TO WALL OR GLASS WITH FOAM TAPE & SILICONE. PER ADA GUIDELINES AS SHOWN (NOTE: FOR GLASS MOUNT SIGNS, APPLY MATTE BLACK VINYL, SAME SHAPE AS SIGN TO OPPOSITE SIDE OF GLASS)
- FONT -- EUROSTILE



ELEVATION SCALE 3/8" = 1' - 0"

SIGN TYPE 1.4



LAYOUT A



LAYOUT B



LAYOUT C

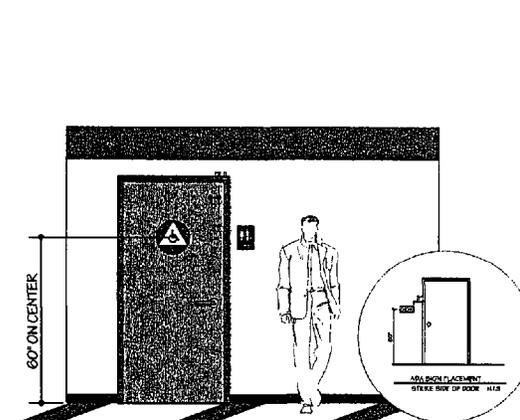


LAYOUT D



LAYOUT E

SIDE VIEW



ELEVATION SCALE 3/8" = 1' - 0"

SIGN TYPE 1-7

**RESTROOM WALL SIGN**

- SUB -- 1/4" THICK IZONE DIGITALLY IMAGED HIGH PRESSURE LAMINATE, MATTE FINISH
- COLORS -- BLACK, WHITE, PMS \_\_\_\_ / MAROON, PMS 2B6/BLUE & PMS 2B7/DEEP BLUE
- SYMBOLS & COPY -- 1/32" GRAVO-TAC ENGRAVING STOCK #214-114/BRIGHT WHITE
- BRAILLE -- CLEAR GRADE II BRAILLE (FABRICATOR TO TRANSLATE)
- MOUNT -- FLUSH MOUNT TO WALL WITH FOAM TAPE & SILICONE PER ADA GUIDELINES
- FONT -- EUROSTILE

**Motivational Systems Inc**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>■ Austin 817 483-1172</li> <li>□ Denver 3032 7900780</li> <li>□ Fresno 559 437-9382</li> <li>□ Las Vegas 702 233-4470</li> <li>□ Livermore 925 461-1900</li> <li>□ Phoenix 602 486-5544</li> </ul> | <ul style="list-style-type: none"> <li>□ Sacramento 916 434-0224</li> <li>□ San Antonio 214 305-9153</li> <li>□ San Diego 619 474-2240</li> <li>□ Seattle 206 474-4193</li> <li>□ Southern CO 970 238-2327</li> </ul> |
|---|---|

PROJECT  
WESTLAKE HIGH SCHOOL

CLIENT  
EANES INDEPENDENT SCHOOL DISTRICT

JOB #  
597-00445-057

MO #  
31666

AE  
KEVIN FLEMING

DESIGNER  
SUSAN DUFFETT

ORIGINAL DATE  
5 - 1 - 09

REVISIONS  
5 - 5 - 09  
5 - 7 - 09  
5 - 21 - 09

SCALE  
3/8" = 1"

MAC FILE NAME (DD-#)  
1 - 7 WL RESTROOM WALL (ADA)

LOGO IS PROO-READY

CLIENT APPROVAL  
 As Is  With revision(s)

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Your signature indicates final approval of this design. Motivational Systems Inc. assumes no responsibility for errors or omissions. This is an original AIA drawing. All rights to use or reproduce in whole or in part, by any form or by electronic or mechanical means, without the express written permission of Motivational Systems Inc. are reserved.  
Colors shown are not true matches to final product. For exact color match, refer to actual materials being used. ©

ORIGINAL



# CONTRACT AMENDMENT

Materials Management  
Procurement  
9875 N 85<sup>th</sup> Ave., 2<sup>nd</sup> Fl  
Peoria, AZ 85345  
Telephone (623) 773-7115  
Fax (623) 773-7118

Solicitation No P09-0064 Page 1 of 1  
Description Fixed Building & Site Signage  
Amendment No One (1) Date 3/30/2010

Buyer Christine Finney

In accordance with Special Terms and Conditions, Contract Extension, the above referenced contract shall expire on 7/22/10.

THE NEW CONTRACT TERM IS.

**Contract Term: 07/23/10 TO 07/22/11**

Contractor hereby acknowledges receipt and agreement A signed copy shall be filed with the City of Peoria. Materials Management Division.

  
Signature

4/8/10  
Date

Robert Charette VP  
Division Manager  
Typed Name and Title

Motivational Systems Inc  
Company Name

7375 W Buckeye Rd , Ste 110  
Address

Phoenix  
City

AZ  
State

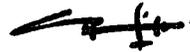
85043  
Zip Code

Attested by



Mary Jo Waddell, City Clerk

Requested by



Christine Finney

Recommended by

Ellen Van Riper, Assistant City Attorney

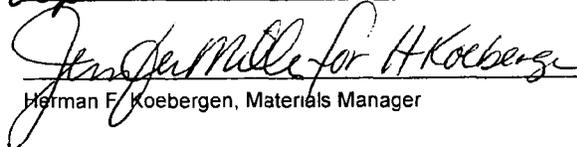


Approved as to Form Stephen M Kemp, City Attorney

The above referenced Contract Amendment is hereby Executed

April 30

2010, at Peoria, Arizona

  
Herman F. Koebergen, Materials Manager



City Seal

(Rev 02/11/10)

CC Number

ACON36009A

Contract Number

Official File

A CON 36009A



# CONTRACT AMENDMENT

**Materials Management  
Procurement**  
9875 N. 85<sup>th</sup> Ave., 2<sup>nd</sup> Fl.  
Peoria, AZ 85345  
Telephone: (623) 773-7115  
Fax: (623) 773-7118

Solicitation No: P09-0064 Page 1 of 1  
Description: Fixed Building & Site Signage  
Amendment No: Two (2) Date: 4/5/2011

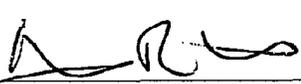
Buyer: Christine Finney

In accordance with Special Terms and Conditions, **Contract Extension**, the above referenced contract shall expire on 7/22/11.

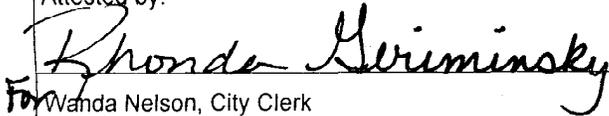
THE NEW CONTRACT TERM IS:

**Contract Term: 07/23/11 TO 07/22/12**

Contractor hereby acknowledges receipt and agreement. A signed copy shall be filed with the City of Peoria, Materials Management Division.

	<u>4/18/11</u>	Robert Charette VP Division Manager	Motivational Systems Inc.
Signature	Date	Typed Name and Title	Company Name
<u>7375 W. Buckeye Rd., Ste. 110</u>	<u>Phoenix</u>	<u>AZ</u>	<u>85043</u>
Address	City	State	Zip Code

Attested by:

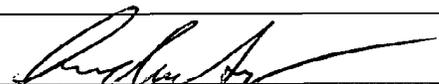
  
For Wanda Nelson, City Clerk

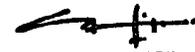


City Seal

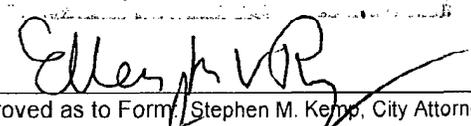
(Rev 02/11/10)

CC Number  
ACON36009B  
Contract Number:  
  
Official File

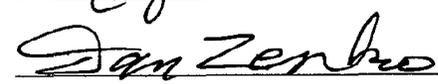
  
Director: Andrew Granger, Engineering Director

  
Dept Rep: Ed Striffler, Design & Construction Manager

**Ellen Van Riper, Assistant City Attorney**

  
Approved as to Form Stephen M. Kemp, City Attorney

The above referenced Contract Amendment is hereby Executed  
May 10, 2011, at Peoria, Arizona.

  
Herman F. Koebergen, Materials Manager

For

A CON 36009B



# CONTRACT AMENDMENT

## Materials Management Procurement

9875 N. 85<sup>th</sup> Ave., 2<sup>nd</sup> Fl.  
Peoria, AZ 85345

Telephone: (623) 773-7115

Fax: (623) 773-7118

Solicitation No: P09-0064 Page 1 of 1  
Description: Fixed Building & Site Signage  
Amendment No: Three (3) Date: 4/16/2012

Buyer: Christine Finney

In accordance with Special Terms and Conditions, Contract Extension, the above referenced contract shall expire on 7/22/12.

### THE NEW CONTRACT TERM IS:

**Contract Term: 07/23/12 TO 07/22/13**

Contractor hereby acknowledges receipt and agreement. A signed copy shall be filed with the City of Peoria, Materials Management Division.

4/26/12  
Date

Robert Charette VP  
Division Manager

Motivational Systems Inc.

Company Name

7375 W. Buckeye Rd., Ste. 110

Address

Phoenix

City

AZ

State

85043

Zip Code

Attested by:

Wanda Nelson, City Clerk

Director: Andrew Granger, Engineering Director

Dept Rep: Ed Striffler, Design & Construction Manager

Approved as to Form: Stephen M. Kemp, City Attorney

The above referenced Contract Amendment is hereby Executed

May 8, 2012, at Peoria, Arizona.

Dan Zenko, Materials Management Supervisor



City Seal

(Rev 02/11/10)

CC Number

ACON36009C

Contract Number:

Official File

A CON 36009C



# CONTRACT AMENDMENT

**Materials Management  
Procurement**  
9875 N. 85<sup>th</sup> Ave., 2<sup>nd</sup> Fl.  
Peoria, AZ 85345  
Telephone: (623) 773-7115  
Fax: (623) 773-7118

Solicitation No: P09-0064 Page 1 of 1  
Description: Fixed Building & Site Signage  
Amendment No: Four (4) Date: 4/17/2013

Buyer: Christine Finney

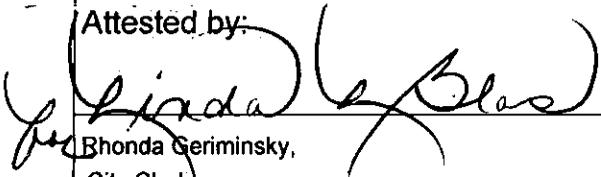
In accordance with Special Terms and Conditions, **Contract Extension**, the above referenced contract shall expire on 7/22/13. **LAST YEAR OF CONTRACT**

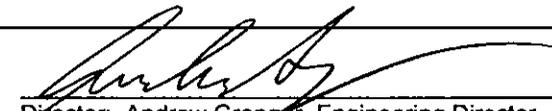
THE NEW CONTRACT TERM IS: 07/23/13 TO 07/22/14

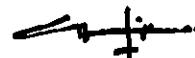
Contractor hereby acknowledges receipt and agreement. A signed copy shall be filed with the City of Peoria, Materials Management Division.

	<u>5-7-13</u>	Robert Charette VP Division Manager	Motivational Systems Inc.
Signature	Date	Typed Name and Title	Company Name
7375 W. Buckeye Rd., Ste. 110	Phoenix	AZ	85043
Address	City	State	Zip Code

Attested by:

  
Rhonda Geriminsky,  
City Clerk

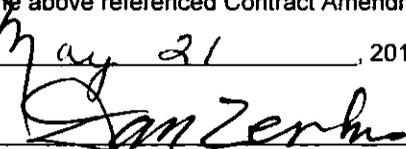
  
Director: Andrew Granger, Engineering Director

  
Dept Rep: Ed Striffler, Design & Construction Manager



City Seal

CC Number  
ACON36009D  
Contract Number:  
Official File

  
Approved as to Form: Stephen M. Kemp, City Attorney  
The above referenced Contract Amendment is hereby Executed  
May 21, 2013, at Peoria, Arizona.  
  
Dan Zenko, Materials Management Supervisor