

STATE UNIVERSITY OF NEW YORK
Purchase College
REQUEST FOR PROPOSAL (RFP)
PROPOSAL SU-022315, dated 23 February 2015

RFP Number:
SU-022315

Dated:
February 23, 2015

Description:
Fabrication and Installation of New Campus
Wayfinding Signage

Contract Term:
8 (eight) months

Calendar of Events – Procurement Timetable:
Release of RFP to VendorsFebruary 23, 2015
Open Question Period Feb. 25-March 10, 2015 COB
Pre-Bid Meeting..... March 03, 2015 @ 10:00AM
Answers to Questions posted:March 13, 2015
Proposal Due Date/Time..... March 20, 2015 @ 1:00 PM
Anticipated Vendor Award NotificationApril 17, 2015
Vendor De-Briefing upon request after notice of award

Location of Service:
Purchase College
State University of New York
735 Anderson Hill Road
Purchase, New York 10577

Designated Contacts:
For New York State/SUNY administrative policy and procedure:
Nikolaus D. Lentner
Director of Purchasing & Accounts Payable
telephone..... 914-251-6070
fax 914-251-6075
email L@purchase.edu

<u>Package Contains:</u>	<u>Pages</u>
Part I: General	1-10
Part II: Detailed Specifications	11-14
Standard Contract Clauses	Exhibit A
Affirmative Action Clauses	Exhibit A-1
Bid Proposal Form.....	Exhibit B
Submission Form – Bid Proposer Info	Attachment 1
Submission Form – Use of NYS Businesses	Attachment 2
Technical Specifications	
Technical Drawings	

James Mwaura
Associate Director of Purchasing & Accounts Payable
telephone 914-251-6089
fax 914-251-6075
email james.mwaura@purchase.edu

For technical information and clarification of detailed specifications:
Sean Connolly
Associate Director, Capital Facilities Planning
telephone 914-251-5916
fax 914-251-6063
email sean.connolly@purchase.edu

PART I: GENERAL STANDARD INFORMATION AND INSTRUCTIONS

A. Request for Proposal (RFP)

Purchase College is dedicated to environmentally sustainable practices. In an effort to conserve resources and reduce waste, the RFP will only be available electronically in PDF format at the following website:
<http://www.purchase.edu/purchasemeansbusiness> (and click Current Procurement Opportunities).

B. Proposal Submission

When submitting Qualifications, you must:

1. Prepare a clearly readable document. Attach all required information.
2. Indicate any deviations from the specifications and if necessary attach separate documents and/or explanation.
3. **Sign the Proposal.** By signing you indicate full knowledge and acceptance of this Request for Proposal ("RFP") including Exhibits A and A-1. The Proposal must be completed in the name of the proposer, corporate or otherwise, and must be fully and properly executed by an authorized person.
4. **(1) Submit five (5) complete bound Proposal, one of which must have original signatures.** Proposals should be sealed and should be clearly marked "Sealed Proposal #SU-022315: and be submitted as specified in Part II. Proposals are to be addressed to:

Nikolaus D. Lentner

Director of Purchasing & Accounts Payable
Purchasing & Accounts Payable Office
State University of New York
Purchase College
735 Anderson Hill Road
Purchase, NY 10577-1402

(2) Proposal Envelopes and Packages

Envelopes and/or packages containing bid proposals should be clearly marked "**PROPOSAL ENCLOSED**" and should state the **RFP Number and Bid Opening Date**. Failure to complete all information on the bid envelope or package may necessitate the premature opening of the package, and bids/proposals may be returned.

5. Proposals must be received in the Purchasing & Accounts Payable Office by the due date and time. Offerers mailing their Proposals must allow sufficient time to ensure receipt of their Proposals by the time specified. Offerers are cautioned that, although using trackable mailing/courier/messenger services, Proposals must be received in the Purchasing & Accounts Payable Office by the due date and time for consideration by the selection committee. While Proposals may be signed for by Purchase College Mail Operations personnel prior to the due date and time, this does not guarantee that the Purchasing & Accounts Payable Office will receive the Proposal by the Proposal due time. No Proposal will be considered that is not physically received by the Purchasing & Accounts Payable Office by the Proposal due date and time. Electronically transmitted Proposals will **NOT** be accepted.

6. (1) Bid Documents to be submitted at time of Bid:

1. Attachment 1-Bid Proposer Submission Information
2. Attachment 2- Encouraging Use of New York State Businesses in Contract Performance form
3. Bid Proposal, including Exhibit B (Bid Proposal form)
4. MWBE Form 107 – MWBE Utilization Plan
http://www.suny.edu/sunyp/lookup.cfm?lookup_id=618

(2) Bidder may be requested to submit the following documents. The requested documents must be provide within 7 (seven) calendar days of College request.

1. MWBE Form 104 – Contractor’s EEO Policy Statement
http://www.suny.edu/sunyp/lookup.cfm?lookup_id=615
2. MWBE Form 108 – EEO Staffing Plan
http://www.suny.edu/sunyp/lookup.cfm?lookup_id=621
3. Vendor Responsibility Questionnaire
<http://www.osc.state.ny.us/vendrep/documents/questionnaire/ac3290s.pdf>
4. Contractor Certification form ST-220-CA
http://www.tax.ny.gov/pdf/current_forms/st/st220ca_fill_in.pdf
5. Proof of Insurance:
 - a) Workers Compensation, form C-105.2
 - b) Disability Benefits, form DB-120.1
 - c) Liability (Comprehensive General Liability and Property Damage; and Automobile Liability and Property Damage)
6. Form B, Affirmation with respect to State Finance Law §§139-j and 139-k
http://www.suny.edu/sunyp/documents.cfm?doc_id282
7. Form C, Disclosure and Certification with respect to State Finance Law §§139-j and 139-k
http://www.suny.edu/sunyp/documents.cfm?doc_id283

(3) Within seven (7) calendar days of notice of award, the successful bidder will be required to submit:

1. Labor and Material Bond, Performance Bond, and Acknowledgment for Bonds
http://www.suny.edu/sunyp/documents.cfm?doc_id=514

C. Open Question Period

The College will allow for a question/answer period as indicated in the Calendar of Events– Procurement Timetable on page 1. All questions must be submitted in writing, citing the particular RFP page, section and paragraph numbers where applicable. All questions must be E-MAILED, with the e-mail reference “**RFP SU-022315 Fabrication & Installation of Campus Wayfinding Signage- Questions**”, to arrive no later than the Close of Business on March 10, 2015, and directed to Sean Connolly at email sean.connolly@purchase.edu. Questions received after the closing date for inquiries will not be answered. Only written answers are official. All questions and answers will be issued as addenda to this RFP, and will be posted to <http://www.purchase.edu/purchasemeansbusiness> by the date indicated on page 1.

D. Pre-Bid/Proposal Meeting

There will be a non-mandatory Pre-Bid/Proposal Conference at 10:00 AM on March 03, 2015 in the Capital Facilities Planning Office, 2nd floor conference room at Purchase College (noted as building #12 on the campus map), 735 Anderson Hill Road, Purchase, New York 10577.

For directions to Purchase College, see <http://www.purchase.edu/AboutPurchase/VisitorsGuide/Directions/>.

For a campus map, see <http://www.purchase.edu/AboutPurchase/VisitorsGuide/CampusMap.aspx>

E. Offeror De-Briefing Meeting

Upon notification of the selection and award of the contract, unsuccessful vendors are entitled to, and shall receive, upon request, a debriefing of the results of their response to this Request for Proposals. Requests for debriefing by an unsuccessful bidder should be made within thirty (30) days after the award of the contract.

F. Contract Award Protest Procedure

Upon notification of the selection and award of the contract, the bidder whose bid or proposal was not selected as the successful bid or proposal is entitled to submit a Bid Protest in accordance with SUNY's Contract Award Procedure (Document #7561). The SUNY's Protest Procedure is available at http://www.suny.edu/sunypp/documents.cfm?doc_id=699. Please note that the Protest Officer is Nikolaus D. Lentner; contact information is located on page 1 of this RFP.

G. Standard Contract Clauses

Any contract resulting from this RFP shall include Exhibit A (Standard Contract Clauses, State University of New York State) and Exhibit A-1 (Affirmative Action Clauses, State University of New York), the provisions of which shall take precedence over any provision in the RFP. These clauses relate to, among other things, assignment of the contract, availability of funds, non-discrimination, affirmative action, non-collusion, worker's compensation.

H. Affirmative Action Policy

New York State Executive Order No. 6, regarding equal employment opportunities states:

It is the policy of the State of New York that equal opportunity be assured in the State's personnel system and affirmative action provided in its administration in accordance with the requirement of the State's Human Rights Law and the mandate of Title VII of the Federal Civil Rights Act, as amended. Accordingly, it is the responsibility of the State's Department of Civil Service to enforce the State's policy of ensuring full and equal opportunity for minorities, women, disabled persons and Vietnam era veterans at all occupational levels of state government.

In keeping with this policy, Purchase College mandates compliance internally and for all organizations with which it conducts business. The determination of contract award will include a review of evidence supplied by each Offeror regarding compliance with the State's Affirmative Action policy. Accordingly, an Offeror's Proposal must include its organization's affirmative action policy, and agree that all presentations and materials will be free from racial, religious, or sexual bias.

I. Minority and Women-owned Business Enterprises

It is the policy of Purchase College and the State University of New York to take affirmative action to ensure that minority and women-owned business enterprises are given the opportunity to demonstrate their ability to provide goods and services at competitive prices.

GOALS FOR MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES PARTICIPATION: For all State Contracts in excess of \$25,000.00 whereby each SUNY campus is committed to expend or does expend funds in return of labor, services including but not limited to legal, financial and other professional services, supplies, equipment, materials or a combination of the foregoing or all State Contracts in excess of \$100,000.00 whereby Purchase College is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon, Offeror shall exert good faith efforts to achieve a required participation goal of **fifteen percent (15%)** for certified Minority-Owned Business Enterprises and **fifteen percent (15%)** for certified Women-Owned Business Enterprises.

The MWBE directory can be accessed at <http://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp>

J. Gramm-Leach-Bliley Act

In performing this contract offeror will receive, maintain process or otherwise will have access to confidential information on students and/or customers of Purchase College. Pursuant to the Gramm-Leach-Bliley Act (P.L. 106-102) and the Federal Trade Commission's Safeguards Rule (16 CFR Part 314.2), you must implement and maintain a written Information Security Program in order to protect such customer information. Customer information is defined in relevant part under the Safeguards Rule as "any record containing nonpublic personal information as defined in 16 CFR §313(n)" (the FTC's Privacy Rule) "about a customer of a financial institution, whether in paper, electronic or other form" (16 CFR §314.2). Examples of nonpublic personal customer information include, but are not limited to, name, address, phone number, social security number, bank and credit card account numbers and student identification numbers.

The safeguards that contractor implements under the Program must comply with the elements set forth in 16 CFR §314.4 and must achieve the objectives enunciated in 16 CFR §314.3, namely to: 1) insure the security and confidentiality of student and/or campus

customer records and information; 2) protect against any anticipated threats or hazards to the security or integrity of such records; and 3) protect against unauthorized access to or use of such records or information which could result in substantial harm or inconvenience to any student and/or campus customer.

K. Proposal Confidentiality

All Proposals submitted for Purchase College's consideration will be held in confidence. However, the resulting contract is subject to the New York State Freedom of Information Law (FOIL). Therefore, if an Offerer believes that any information in its Proposal constitutes a trade secret or should otherwise be treated as confidential and wishes such information not to be disclosed if requested, pursuant to FOIL, (Article 6 of the Public Officers' Law), the Offerer shall submit with its Proposal a separate letter addressed to: Nikolaus D. Lentner, *Records Access Officer, Purchase College, State University of New York, 735 Anderson Hill Road, Purchase, NY 10577-1402*, specifically identifying the page number(s), line(s) or other appropriate designation(s) containing such information, explaining in detail why such information is a trade secret and formally requesting that such information be kept confidential. Failure by an Offerer to submit such a letter with its Proposal identifying trade secrets will constitute a waiver by the Offerer of any rights it may have under Section 89(5) of the Public Officers' Law relating to protection of trade secrets.

The proprietary nature of the information designated confidential by the Offerer may be subject to disclosure if ordered by a court of competent jurisdiction. A request that an entire Proposal be kept confidential is not advisable since a Proposal cannot reasonably consist of all data subject to FOIL proprietary status.

L. Sustainable Procurement

It is expected that all offerors will support the purchase of products that will minimize any negative environmental impacts of the contract. In order to facilitate a healthy market in sustainable products, all parties involved in the procurement and utilization of materials must engage in both waste recycling and the initial purchase of products containing recycled content. It is in the interest of public health, safety and welfare and the conservation of energy and natural resources to use and promote environmentally responsible products, including packaging and transportation products and methods.

The successful vendor shall comply, when applicable, with the policy of the State of New York and the State University of the State of New York that all purchases shall incorporate sustainable procurement policies and practices.

In accordance with the provisions of Section 165(3) of the State Finance Law:

The State University of New York is required to purchase recycled products, if available, made with recycled content in accordance with rules and regulations established by the State Department of Environmental Conservation in development of that agency's Recycling Emblems Program. If the cost of a recycled product does not exceed the cost of a product made without recycled content by 10% (or by 15% if over 50% of the recycled materials are generated from the New York State waste stream), the recycled product must be purchased.

M. Omnibus Procurement Act of 1992

It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority and women-owned business enterprises as bidders, subcontractors and suppliers on its procurement contracts. Information on the availability of New York State subcontractors and suppliers and a directory of minority and women-owned business enterprises is available from: NYS Empire State Development, New York State Department of Economic Development, One Commerce Plaza, Albany, New York 12210, phone 1-800-782-8369, email esd@empire.state.ny.us, website <http://www.empire.state.ny.us/>.

N. Encouraging Use of New York State Businesses in Contract Performance

New York State businesses have a substantial presence in SUNY contracts and strongly contribute to the economies of New York and the nation. In recognition of their economic activity and leadership in doing business in New York State, bidders/proposers/contractors for this contract for commodities, services or technology are strongly encouraged and expected to consider New York State businesses in the fulfillment of the requirements of the contract. Such partnering may be as subcontractors, suppliers, protégés or other supporting roles.

Bidders/proposers/contractors need to be aware that to the maximum extent practical and consistent with legal requirements, they are strongly encouraged to use responsible and responsive New York State businesses in purchasing commodities that are of equal quality and functionality and in utilizing services and technology. Furthermore, bidders/proposers/contractors are reminded that they must continue to utilize small, minority and women-owned businesses, consistent with current State law.

Utilizing New York State businesses in SUNY contracts will help create more private sector jobs, rebuild New York's infrastructure, and maximize economic activity to the mutual benefit of the contractor and its New York State business partners. New York State businesses will promote the contractor's optimal performance under this contract, thereby fully benefiting the public sector programs that are supported by associated procurements.

Public procurements can drive and improve the State's economic engine through promotion of the use of New York businesses by its contractors. SUNY therefore expects bidders/proposers to provide maximum assistance to New York businesses in their use of the contract. The potential participation by all kinds of New York businesses will deliver great value to New York State and its taxpayers.

Bidders/proposers can demonstrate their commitment to the use of New York State businesses by responding to the question “Will New York State Businesses be used in the performance of this contract?” on the offerors information sheet included in this RFP.

O. Restrictions on the Activities of Current and Former State Officers and Employees

Offerors and their employees are cautioned that the hiring of former state employees may violate the Ethics Law. The governing provisions are set forth in Paragraphs 73 and 74 of the Public Officers Law, and the underlying principle of the law is to prevent conflicts of interest, and encourage ethical behavior. The law may be found on the following web site:

<http://www.jcope.ny.gov/law/ethics.html>.

While the two most relevant paragraphs of law are contained below, any questions relating to interpretation of the Public Officers Law should be directed to the Ethics Commission at (518) 432-8207 or (800) 873-8442 {(800) 87-ETHIC}.

Public Officers Law Paragraph 73(8)(a)(i) and (ii):

73. 8. (a) (i) No person who has served as a state officer or employee shall within a period of two years after the termination of such service or employment appear or practice before such state agency or receive compensation for any services rendered by such former officer or employee on behalf of any person, firm, corporation or association in relation to any case, proceeding or application or other matter before such agency.

73. 8. (a) (ii) No person who has served as a state officer or employee shall after the termination of such service or employment appear, practice, communicate or otherwise render services before any state agency or receive compensation for any such services rendered by such former officer or employee on behalf of any person, firm, corporation or other entity in relation to any case, proceeding, application or transaction with respect to which such person was directly concerned and in which he or she personally participated during the period of his or her service or employment, or which was under his or her active consideration. Former State employees may be retained by a Offeror under contract with a state agency, after he or she leaves State service, provided that they are not placed back at their former agency during their two year postemployment period or engaged in any other activities that would violate the lifetime bar provision of Public Officers Law Paragraph 73(8)(a)(ii). An individual who, following a hearing, is found to have knowingly and intentionally violated the provisions of Public Officers Law Paragraph 73(8)(a)(i) may be subject to a civil penalty in an amount not to exceed ten thousand dollars (\$10,000.00) for each violation.

P. Determination of Vendor Responsibility

New York State procurement law requires that State agencies award contracts only to responsible offerors. Additionally, the Comptroller must be satisfied that a proposed offeror is responsible before approving a contract award under Section 112 of the State Finance Law. Section 163 of the State Finance Law (SFL) requires that contracts for services and commodities be awarded on the basis of lowest price or best value “to a responsive and responsible offeror.” Section 163 (9) f of the SFL requires that prior to making a contract award; each contracting agency shall make a determination of responsibility of the proposed offeror.

- a) In accordance with these procurement laws, Purchase College will conduct an affirmative review of vendor responsibility for all organizations or firms with which it conducts business. In doing so, Offerors are required to file the Vendor Responsibility Questionnaire online via the New York State VenRep System or may choose to complete and submit a paper questionnaire. To enroll in and use the VendRep System, see the VendRep System Instructions available at <http://www.osc.state.ny.us/vendrep/index.htm> or go directly to the VendRep System online at <https://portal.osc.state.ny.us>. For direct VendRep System user assistance, the OSC Help Desk may be reached at 866-370-4672 or 518-408-4672 or by email at helpdesk@osc.state.ny.us. Offerors opting to file a paper questionnaire may obtain the appropriate questionnaire from the VendRep website http://www.osc.state.ny.us/vendrep/forms_vendor.htm or may contact Purchase College for a copy of the paper form.
- b) The Offeror shall at all times during the Contract term remain responsible. The Offeror agrees, if requested by Purchase College, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity.
- c) Purchase College, at its sole discretion, reserves the right to suspend any or all activities under this Contract, at any time, when it discovers information that calls into question the responsibility of the Offeror. In the event of such suspension, the Offeror will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Offeror must comply with the terms of the suspension order. Contract activity may resume at such time as Purchase College issues a written notice authorizing a resumption of performance of the Contract.
- d) Upon written notice to the Offeror, and a reasonable opportunity to be heard with appropriate officials or staff, the Offeror may be terminated by Purchase College at the Offeror’s expense where the Offeror is determined by Purchase College to be non-responsible. In such event, Purchase College may complete the contractual requirements in any manner it deems advisable and pursue available or equitable remedies for breach.

Q. Sales and Compensating Use Tax Documentation

Pursuant to New York State Tax Law Section 5-a (Chapter 60, Part N, Laws of 2004, and amended Chapter 62, Part L, Laws of 2006), for procurements of \$100,000 and greater, a completed Contractor Certification form ST-220-CA must be collected from Offerors. (Offerors must also forward a completed form ST-220-TD to the NYS Tax Department.) The link to obtain the blank form ST-220-CA is: http://www.tax.ny.gov/pdf/current_forms/st/st220ca_fill_in.pdf.

R. State Finance Law §§ 139-j and 139-k

1. a. Prior to approval by Purchase College, or, if applicable, the Office of the State Comptroller (OSC), of the contract for which this solicitation has been issued, an Offerer shall not communicate with Purchase College other than with the persons identified in this solicitation as Designated Contacts, or with a person who the Designated Contacts has advised the Offerer is also a Designated Contact.
- b. **The Designated Contacts for this RFP are identified on page 1 of this RFP.**
- i. Policy and Procedure of the State University of New York
State Finance Law §§139-j and 139-k, enacted by Ch. 1 L. 2005, as amended by Ch. 596 L. 2005, effective January 1, 2011, regulate lobbying on government procurement, including procurements by State University to obtain commodities and services and to undertake real estate transactions.

Generally, the law restricts communications between a potential offeror or a person acting on behalf of the offeror, including its lobbyist, to communications with the officers and employees of the procuring agency designated in each solicitation to receive such communications. Further, the law prohibits a communication (a "Contact") which a reasonable person would infer as an attempt to unduly influence the award, denial or amendment of a contract. These restrictions apply to each contract in excess of \$15,000 during the "restricted period" (the time commencing with the earliest written notice of the proposed procurement and ending with the later of approval of the final contract by the agency, or, if applicable, the State Comptroller). The agency must record all Contacts, and, generally, must deny an award of contract to a offeror involved in a knowing and willful Contact. Each agency must develop guidelines and procedures regarding Contacts and procedures for the reporting and investigation of Contacts. The agency's procurement record must demonstrate compliance with these new requirements.

Accordingly, neither a potential offeror nor a person acting on behalf of the offeror should contact any individual at State University other than the person designated in this solicitation as State University's Designated Contact, nor attempt to unduly influence award of the contract. State University will make a record of all Contacts, and such records of Contact will become part of the procurement record for this solicitation. A determination that a offeror or a person acting on behalf of the offeror has made intentionally a Contact or provided inaccurate or incomplete information as to its past compliance with State Finance Law §§139-j and 139-k is likely to result in denial of the award of contract under this solicitation. Additional sanctions may apply.

A complete copy of the State University of New York Procurement Lobbying Policy and Procedure is available for review at: http://www.suny.edu/sunypp/documents.cfm?doc_id=430.

2. Each Offerer shall submit with its Proposal a written affirmation of its understanding of the State University's procurement lobbying procedures and agreement to comply with such procedures. Please see form SFL-139jk-Form B: http://www.suny.edu/sunypp/documents.cfm?doc_id=282
3. Each Offerer shall submit with its Proposal written disclosure as to whether the Offerer has been determined to be non-responsible within the previous four years by reason of having violated NY State Finance Law § 139-j or having intentionally provided false or incomplete information to a Governmental Entity with respect to its compliance with NY State Finance Law §139-j; and certification that the Offerer has provided accurate and complete information with respect to the Offerer's compliance with NY State Finance Law §§ 139-j and 139-k within the previous four years. Please see form SFL-139jk-Form C: http://www.suny.edu/sunypp/documents.cfm?doc_id=283

S. Consultant Disclosure Legislation

Chapter 10 of the Laws of 2006 amends State Finance Law §§ 8 and 163 by requiring that offerors annually report certain employment information to the contracting agency, the department of Civil Service (DCS) and Office of the State Comptroller (OSC). As a result of these changes in law, State offerors will be required to disclose, by employment category, the number of persons employed to provide services under a contract for consulting services, the number of hours worked and the amount paid to the offeror by the State as compensation for work performed by these employees. This will include information on any persons working under any subcontracts with the State offeror. Offeror will follow all rules and regulations of Consultant Disclosure Legislation requirements. Please see web site <http://www.osc.state.ny.us/agencies/guide/MyWebHelp/> (section XI.18.C). A properly completed Form A, *New York State Consultant Services, Contractor's Planned Employment, From Contract Start Date Through the End of the Contract Term*, AC 3271-S, must be submitted by successful offeror: www.osc.state.ny.us/agencies/forms/ac3271s.doc

Form B, *Contractor's Annual Employment Report*, will be required annually for each period ending March 31.

T. Diesel Emissions Reduction Act of 2006 (the "Act")

The Offeror certifies and warrants that all heavy duty vehicles, as defined in New York State Environmental Conservation Law (ECL) section 19-0323, to be used by the Offeror, its Agents or Subcontractors under this Contract, will comply with the specifications and provisions of ECL section 19-0323 and any regulations promulgated pursuant thereto, which requires the use of Best Available Retrofit Technology ("BART") and Ultra Low Sulfur Fuel ("ULSD"), unless specifically waived by DEC. Qualification for a waiver under this law will be the responsibility of the Offeror. Annually, but no later than March 1st, the Offeror shall complete and submit directly to the State University of New York ("SUNY"), via electronic mail, the Regulated Entity Vehicle Inventory Form and

Regulated Entity and Contractors Annual Report forms at the Department of Environmental Conservation ("DEC") website: <http://www.dec.ny.gov/chemical/4754.html> for heavy duty vehicles used in the performance of this Contract for the preceding calendar year. The Offeror shall certify to SUNY, and submit with each application for payment, the Offeror and Subcontractor Certifications form, which states that the Offeror will comply with the provisions of Section 20.23."

U. Payment Terms

Payments under the resulting contract award shall be made to the Offeror, upon receipt of goods/services and properly approved and completed invoice/s submitted to the attention of Purchase College. The Offeror shall provide complete and accurate billing invoices in order to receive payment for its services. Billing invoices to be submitted must contain all information and supporting documentation required by Purchase College and the Office of the State Comptroller (OSC). Payment for invoices submitted by the Offeror shall only be rendered electronically unless payment by paper check is expressly authorized by the Chief Financial Officer or designee, in her/his sole discretion, due to extenuating circumstances. Such electronic payment shall be made in accordance with ordinary New York State procedures and practices. The Offeror shall comply with the OSC procedures to authorize payments. Authorization forms are available at the OSC website at www.osc.state.ny.us/epay/index.htm, by email at epunit@osc.state.ny.us or by telephone at 518-474-4032. The Offeror acknowledges that it will not receive payment on any invoices submitted under this contract if it does not comply with the OSC's electronic payment procedures, except where the Vice President or designee has expressly authorized payment by paper check as set forth above.

Payment shall be made net 30 days from receipt of an acceptable invoice. Interest for any unpaid balance will accrue pursuant to Section 179g of the New York State Finance Law that is 30 days past receipt of a SUNY acceptable invoice.

V. Information Security Breach and Notification Act

Offeror shall comply with the provision of the New York State Information Security Breach and Notification Act (General Business Law Section 899-aa and State Technology Law, Section 208). Offeror shall be liable for the costs associated with such breach if caused by its negligent or willful acts or omissions, or the negligent or willful acts or omissions of its agents, officers, employees or subcontractors.

W. Additional Terms and/or Conditions:

1. The following items will be incorporated into, and made part of, the formal agreement: (1) Purchase College's RFP; (2) Exhibit A, Standard Contract Clauses; and (3) Exhibit A-1, Affirmative Action Clauses.
2. In the event of any inconsistency in or conflict among the document elements of the agreement described above, such inconsistency or conflict shall be resolved by giving precedence to the document elements in the following order: (1) Exhibits A and A-1; (2) the Agreement; and (3) this RFP.
3. Any terms that are attached or referenced with a submission shall not be considered part of the bid or proposal, but shall be deemed included for information purposes only.
4. The resulting agreement shall be binding upon its execution by both parties and, if required by New York State law, upon the approval of the Attorney General and the Office of the State Comptroller.
5. The agreement may be revised at any time upon mutual consent of the parties in writing. Such written consent will not be effective until signed by both parties and, if required by New York State law, approved by the Attorney General and the Office of the State Comptroller.
6. The relationship of the Successful Offerer to Purchase College shall be that of independent prime contractor.
7. Compliance with the post-employment restrictions of the Ethics in Government Act is required.
8. Proposed prices should reflect all discounts including educational discounts. Pricing reductions are encouraged and acceptable at any time during the contract period.
9. The submission of a Proposal constitutes a binding offer to perform and provide said services. Such binding offer shall be firm and not revocable for a period of 180 days after the deadline for Proposal submission and will continue thereafter until the Successful Offerer notifies Purchase College otherwise, in writing. Such deadline may be further extended by mutual agreement.
10. In the event Successful Offerer uses partners, subcontracts or subcontractors, the Successful Offerer will remain responsible for compliance with all specifications and performance of all obligations under the contract resulting from this RFP. For the resulting agreement, the Successful Offerer will be the prime contractor.
11. Purchase College will not be liable for any costs associated with the preparation, transmittal, or presentation of any Proposals or materials submitted in response to this RFP or the costs of any services performed prior to receiving approval of the agreement.

from New York State. All proposals and materials submitted in conjunction with proposals shall become the property of Purchase College for use as deemed appropriate, respecting all copyrights.

12. Purchase College will be the interpreter of all contract documents and make the final determination of the intent and meaning of all contract documents including the vendor's bid proposal. Purchase College shall be the determinant and make the final determination.
13. This RFP and the resulting contract shall be governed by the Laws of the State of New York.
14. Public announcements or news releases regarding this RFP or any subsequent award of a contract must not be made by any Offerer without the prior written approval of Purchase College.
15. The Successful Offerer(s) is responsible for compliance with all applicable rules and regulations pertaining to cities, towns, counties and State where the services are provided, and all other laws applicable to the performance of the resulting contract. The Successful Offerer shall provide all necessary safeguards for safety and protection as set forth by the United States Department of Labor, Occupational Safety and Health Administration.
16. Indemnification - The Successful Offerer shall hold harmless and indemnify Purchase College, the State University of New York and the State of New York, their officers and employees from and against any injury, damage, loss or liability to persons or property resulting from or arising out of (a) the agreement, and (b) the acts, omissions, liabilities, or obligations of the Successful Offerer, any affiliate, or any person or entity engaged by the Successful Offerer as an expert, consultant, independent contractor, subcontractor, employee or agent.
17. Liability - The Successful Offerer will be responsible for the work, direction and compensation of its employees, consultants, agents and contractors. Nothing in the resulting agreement or the performance thereof by the Successful Offerer will impose any liability or duty whatsoever on Purchase College and/or the State University of New York including, but not limited to, any liability for taxes, compensation, commissions, Workers' Compensation, disability benefits, Social Security, or other employee benefits for any person or entity.
18. Liability Insurance –Prior to the commencement of work, the Successful Offerer will provide, at its sole cost and expense, Certificates of Insurance which shall remain in force throughout the term of the agreement, or any extension thereof, from an insurance company authorized to do business in the State of New York with a combined liability insurance policy with limits no less than **Three Million Dollars (\$3,000,000)** per individual for bodily injury and no less than **Five Million Dollars (\$5,000,000)** for property damage. Such policies shall name PURCHASE COLLEGE and the STATE UNIVERSITY OF NEW YORK as an additional insured (in the case of fire insurance, as its insurable interest may appear). Such policy shall designate Purchase College, as the loss payee and shall contain a provision that Purchase College shall receive at least thirty (30) day's notice prior to material change, cancellation or expiration of any such policy. The certificates of such insurance should be delivered to: *Director of Purchasing & Accounts Payable, Purchase College, State University of New York, 735 Anderson Hill Road, Purchase, NY 10577-1402.* Offeror will be responsible to submit updated certificates throughout the duration of the contract term. When possible please send certificates electronically or via fax. Each Certificate must include the specific Contract number and the name of the Contract Officer. Offeror is required to obtain any permits, insurance, bonds, etc., normally required for his/her business and employees.

Each insurance carrier must be rated at least "A-" Class "VII" in the most recently published Best's Insurance Report. If during the term of the policy, a carrier's rating falls below "A-" Class "VII", the insurance must be replaced no later than the renewal date of the policy with an insurer acceptable to The State University of New York and rated at least "A-" Class "VII" in the most recently published Best's Insurance Report. The Offeror shall require that any subcontractors hired, carry insurance with the same limits and provisions provided herein.

19. Workers Compensation Insurance & Disability Benefits Coverage - All employees in the hire of the Successful Offeror shall be adequately and properly covered by Workers' Compensation Insurance and Disability Benefits coverage in all work concerned in and about the Purchase College premises. Such policies shall name PURCHASE COLLEGE and the STATE UNIVERSITY OF NEW YORK as an additional insured and are to be written by recognized and well-rated insurance companies authorized to transact business in the State of New York. Prior to commencement of work, proof of coverage of Workers Compensation Insurance and of Disability Benefits Coverage will be required to be submitted. For further information, see: <http://www.wcb.ny.gov/content/main/Employers/busPermits.jsp>.
20. Any firm or individual that participated in the development or preparation of this RFP is not eligible for award of the resulting contract.
21. The Successful Offeror will be responsible for the work, direction and compensation of its employees, consultants, agents and contractors. Nothing in the resulting agreement or the performance thereof by the Successful Offeror will impose any liability or duty whatsoever on Purchase College including, but not limited to, any liability for taxes, compensation, commissions, Workers' Compensation, disability benefits, Social Security, or other employee benefits for any person or entity.

22. In the event the Successful Offeror is required to be reimbursed for travel, Offeror shall be reimbursed at rates not to exceed the current NYS Schedule of Allowable Reimbursable Travel Expenses. Refer to the U.S. Government Administration Rates for Travel at: <http://www.gsa.gov>

X. Purchase College has the right to:

1. Reject any and all Proposals received in response to this RFP in part or entirely.
2. To terminate any resulting contract for: (1) unavailability of funds; (2) cause; (3) convenience; (4) in the event it is found that the certification filed by the Offeror in accordance with New York State Finance Law § 139-j and 139-k was intentionally false or intentionally incomplete, and if applicable, the Department of Taxation and Finance Contractor Certification Form ST-220CA was false or incomplete. Upon such finding, Purchase College may exercise its termination right by providing written notification to the Offeror in accordance with the written notification terms of the contract.
3. Request certified audited financial statements for the past three (3) completed fiscal years and/or other appropriate supplementation including, but not limited to, interim financial statements and credit reports.
4. Request references and to contact any or all references.
5. Waive requirements or amend this RFP upon notification to all Offerors. Mandatory requirements may be eliminated if unmet by all Offerors.
6. Adjust or correct cost or cost figures with the concurrence of the Offerer if mathematical or typographical errors exist.
7. Negotiate with Offerors responding to this RFP within the requirements necessary to serve the best interests of the Purchase College.
8. Purchase College reserves the right to change any dates specified for the review and selection process.
9. Begin contract negotiations with another Offerer in order to serve the best interests of Purchase College, should Purchase College be unsuccessful in negotiating a contract with the Successful Offerer within an acceptable time frame.
10. Reject any or all portions of any offer, to negotiate terms and conditions consistent with the solicitation, and to make an award for any or all remaining portions.
11. Request clarifications from Offerors for purposes of assuring a full understanding of responsiveness, and further to permit revisions from all Offerors determined to be susceptible to being selected for contract award, prior to award.
12. Advise Successful Offerer of an objectionable employee(s) and/or subcontractor(s) and request their removal from the project. Such removal shall not be reasonably withheld by the Offeror.
13. Termination without cause: Either party may terminate the resulting contract by giving ninety (90) days written notice to the other party.
14. Waive minor irregularities.
15. Purchase College will not be liable for any costs incurred by respondents in the preparation and production of a Proposal or the costs of any services performed prior to receiving approval of the agreement from New York State. All Proposals, and materials submitted in conjunction with the Proposal, shall become the property of Purchase College for use as deemed appropriate, respecting all copyrights.
16. Purchase College reserves the right to modify or amend the requirements of this RFP after its release. All offerors will receive written notification of any modifications to the requirements of this RFP. If any modifications make compliance with the original Procurement Timetable impractical, the College will adjust the timetable accordingly. Any RFP modifications will be posted to: <http://www.purchase.edu/purchasemeansbusiness> (and click Current Procurement Opportunities).
17. Offerors who submit Proposal in response to the RFP may be required to give an oral presentation to representatives of Purchase College and/or allow a site visit to the main or branch office. The site visit may include a demonstration of on-line inquiry access services. This shall provide an opportunity for the Offeror to clarify or elaborate on the Proposal, but shall in no way change the original Proposal. Purchase College shall schedule the time and location.
18. The successful offeror will be notified by the College by telephone and confirmed by letter.

19. By submitting a Proposal, the offeror agrees that she/he will not make any claims for or have any right to damages because of any misinterpretation or misunderstanding of the specifications or because of any misinformation or lack of information.
20. Offerors may be requested to provide evidence that the award of an Agreement will not result in a conflict of interest with regard either to other work performed by the offeror or to potential conflict of interest among offeror staff.
21. Omissions, inaccuracy or misstatements may be sufficient cause for rejection of the Proposal.
22. Purchase College reserves the right to reject separable portions of any offer, to negotiate terms and conditions consistent with the solicitation, and to make an award for any or all remaining portions.
23. All Offerors and offeror employees must be aware of and comply with the requirement of the New York State Public Officers Law, and all other appropriate provisions of New York State Law and resultant codes, rules and regulations from State laws establishing the standards for business and professional activities of State employees and governing the conduct of employees of firms, associations and corporations in business with the State. In signing the Proposal response, each offeror guarantees knowledge and full compliance with those provisions for any dealings, transactions, sales, contracts, services, offers, relationships, etc. involving the State and/or State employees. Failure to comply with those provisions may result in disqualification from the RFP process and in other civil or criminal proceedings as required by law.
24. Subcontractors
 - Except for vendors designated by the College, the offeror must indicate in their Proposal response a statement giving the name and address of all proposed subcontractors. Said statement must contain a description of the portion of the work which the proposed subcontractors are to perform/provide and any information tending to prove that the proposed subcontractors have the necessary skill, experience and financial resources to provide the service in accordance with the Request for Proposal (RFP).
 - The offeror shall have sole responsibility to the College for the acts or defaults of said subcontractors of such subcontractor's officers, agents and employees, each of whom shall for this purpose, be deemed to be the agent or employee of the offeror to the extent of its subcontract.
 - The offeror shall execute with each of its subcontracts and shall require all subcontracts to execute a written agreement which shall bind the latter to the terms and provisions of this Request for Proposal insofar as such terms and provisions are applicable to the work to be performed by such subcontractors.

25. Wage Rates and Supplements

The rates of wages and supplements determined by the Industrial Commissioner of the State of New York as Prevailing in the locality of the site at which the work will be performed can be found at:

<http://wpp.labor.state.ny.us/wpp/publicViewProject.do?method=showIt&id=1136179>

The Prevailing Wage Case Number (PRC#) assigned to this project is PRC# 2015001604

PART II: DETAILED SPECIFICATIONS

SCOPE OF SERVICES

QUALIFICATIONS:

- A. Purchase College is looking to solicit proposals for fabrication and installation services for implementing its new “Campus Wayfinding Signage” standards. The new signage standards that will be included in this scope of work will include both exterior vehicular and pedestrian signs. The new signs will make navigation around the campus easier and allow the campus to convey information to our community and to our guests and visitors. The required services shall be as outlined in this Request for Proposal (RFP). To be considered for this project perspective Offeror shall submit the following:
1. Specific expertise and successful completion of (5) projects similar in size and scope from within the last five years as described in the (RFP) along with references to help demonstrate their expertise.
 2. A description of the Offeror’s operations: facilities, equipment, transportation methods, and fabrication abilities.
 3. Indicate workload and availability of all key personnel assigned to the project and intended schedule of deliverables.
 4. Past experience working on SUNY projects and/or with Purchase College or other colleges and state agencies.
 5. Completeness and responsiveness of Proposal; Understanding of Project Scope.
 6. Costs to fabricate and install signage as described in the scope of the (RFP).
 7. Listing of MBE-WBE status, staffing, and/or suppliers.

In responding to the above items include;

- An overview of Offeror’s company, including history and brief vision statement.
- What qualifies Offeror’s company and why you feel this can benefit Purchase College over another vendor.
- Description of the processes that are involved in successfully implementing this project.
- List the responsibilities that Offeror will undertake for the implementation.
- List the responsibilities Purchase College must undertake for the implementation.

B. Method of Award / Proposal Evaluation Criteria:

The submitted proposals will be reviewed and evaluated by a committee of 3-5 Purchase College employees. This will be based on the evaluation criteria outlined below.

- | | |
|-------------------|---|
| - up to 10 points | Experience with Similar Projects |
| - up to 10 points | Demonstrates ability to fabricate and complete project |
| - up to 5 points | Delivery Schedule/Workloads |
| - up to 5 points | Past Experience with Purchase College and/or SUNY or other college |
| - up to 5 points | Completeness/Responsiveness of proposal; Understanding of Project Scope |
| - up to 60 points | Cost (i.e., total cost of project/phases) |
| - up to 5 points | MBE-WBE status and staffing |

C. Award of Contract

Award will be made to the responsive and responsible bid proposer submitting the proposal that earns the highest overall/composite point total to the Proposal Evaluation Criteria and representing the best value to the State.

PROJECT SCHEDULE:

Release of RFQ to Vendors	February 23, 2015
Open Question Period	February 25-March 10, 2015
Pre-Bid Meeting	March 03, 2015
Proposal Due Date	March 20, 2015
Anticipated Vendor Award Notification	April 17, 2015
Start Fabrication Process	April 20, 2015
Shop Drawings/Control Samples Due	May 15, 2015
College Review & Comment Period	May 29, 2015
Fabrication	June 05, 2015
Begin Installation	August 03, 2015

PROJECT DESCRIPTION:

- A. The scope of work for this project will include the fabrication and installation of a number of signs as outlined in the technical drawings and specifications and message schedule. These signs are to be fabricated to withstand exterior environmental factors

(such as wind and snow), vandal/graffiti resistant, easy to clean and maintain, and long lasting. This should include, but not be limited to the items listed below and also in the technical specifications and drawings:

- Fabrication of indicated vehicular and pedestrian types of signs.
- Creation of technical shop drawings (indicating sign type, dimensions, materials, finishes, text styles, text heights and placements, attachment/installation methods, etc.) that will be submitted for review and approval by the College.
- Selected vendor shall submit samples and color match samples (colors and finishes as indicated on drawings) for each sign type.
 - a) Submit proofs of artwork, map art, and symbols.
 - b) Submit prototype samples and color match samples.
 - c) For all sign types, submit complete alphabet numerals, punctuation, materials, and graphics for review prior to start of fabrication. If more than one supplier's cut will be used, submit each cut for review.
 - d) Submit templates or samples showing font or word spacing for each dimensional wall-mounted letter, for review and written approval.
- Fabrication of full-size mock-up samples as outlined in the technical specifications that demonstrates understanding of design intent, fabrication techniques, color, and finishing. This will be of an actual sign that will then be used as part of this project and become the control samples for the signs to follow.
- Performance requirements shall be as follows:
 - a) Provide workmanship and materials, free of defects. Defects shall be defined as, but shall not be limited to delamination, abnormal deterioration, fading and discoloration, weathering, failure of securing to substrates indicated, cracking, corrosion or coating damage, or visible scratches on surfaces.
 - b) Signage shall not bear manufacturer's code or other identifying marks on any area or part, which may be visible in the normal positioning, attitude, or use of the sign item.
 - c) Selected vendor shall ensure that the design of support substrates and structures are adequate and compatible for the performance of all work required.
- Development of complete project schedule (indicating intended start and finish dates, milestones, fabrication/production time, intended sample release dates and required approval times, installation, training, etc.).
- Installation of signs at various locations around the campus. A site map is included in the technical specifications showing intended locations. Final locations to be determine in field. Surface conditions vary based on location of signs. Installation methods shall reflect this.
- Selected vendor shall provide structural drawings, with engineer's signature and seal, for all sign types included in the project identifying all applicable mounting applications.
- Training of college personnel on care and maintenance of new signs and replacement of removable components.
- Selected vendor shall provide a five (5) year written warranty on all materials and workmanship for sign structures.

TIMETABLE & IMPLEMENTATION:

- A. Purchase College wishes to begin the implementation process as soon as possible after Contract approval by the New York State Comptroller.
- B. Awarded vendor will be required to submit a detailed project schedule to the College for review and approval (10) business days after notice to proceed. Based on project costs, Purchase College may decide to implement the entire project in a single phase or in multiple phases as outlined under the Pricing Breakdown category below.

PROJECT PRICING:

- A. Provide a complete price to fabricate and install all the signs included in the technical specifications and message schedule.
- B. Provide a price to fabricate and install the following signs in separate phases as indicated below:

Phase 1

- Vehicular direction primary sign type #C1

- Vehicular direction secondary sign type #C2
- Vehicular direction tertiary sign type #C3
- Parking lot identification sign type #E1
- Parking lot identification sign type #E2
- Pedestrian directory sign type #K1
- Building identification (column-mounted) sign type #N1
- Building identification (free-standing) sign type #N2
- Building identification (free-standing) sign type #N4

Phase 2

- Pedestrian directional (free-standing) sign type #L1
- Pedestrian directional (column-mounted) sign type #M1
- Pedestrian directional (column-mounted) sign type #M2
- Residence Hall identification (free-standing) sign type #N3
- Residence Hall art insert (free-standing) sign type #N3a

Phase 3

- Roadway identification sign type #D1
- Vehicular regulatory sign type #G1
- Pedestrian regulatory (free-standing) sign type #S1
- Pedestrian regulatory (wall-mounted) sign type #T1

end

The parties to the attached contract, license, lease, amendment or other agreement of any kind (hereinafter, "contract") agree to be bound by the following clauses which are hereby made a part of the contract (the word "Contractor" herein refers to any party other than the State, whether a Contractor, licensor, licensee, lessor, lessee or any other party):

1. **EXECUTORY CLAUSE.** In accordance with Section 41 of the State Finance Law, the State shall have no liability under this contract to the Contractor or to anyone else beyond funds appropriated and available for this contract.

2. **PROHIBITION AGAINST ASSIGNMENT**

Except for the assignment of its right to receive payments subject to Article 5-A of the State Finance Law, the Contractor selected to perform the services herein are prohibited in accordance with Section 138 of the State Finance Law from assigning, transferring, conveying, subletting or otherwise disposing of its rights, title or interest in the contract without the prior written consent of SUNY and attempts to do so are null and void. Notwithstanding the foregoing, SUNY may, with the concurrence of the New York Office of State Comptroller, waive prior written consent of the assignment, transfer, conveyance, sublease or other disposition of a contract let pursuant to Article XI of the State Finance Law if the assignment, transfer, conveyance, sublease or other disposition is due to a reorganization, merger or consolidation of Contractor's its business entity or enterprise and Contractor so certifies to SUNY. SUNY retains the right, as provided in Section 138 of the State Finance Law, to accept or reject an assignment, transfer, conveyance, sublease or other disposition of the contract, and to require that any Contractor demonstrate its responsibility to do business with SUNY.

3. **COMPTROLLER'S APPROVAL.** (a) In accordance with Section 112 of the State Finance Law, Section 355 of New York State Education Law, and 8 NYCRR 316, Comptroller's approval is not required for the following contracts: (i) materials; (ii) equipment and supplies, including computer equipment; (iii) motor vehicles; (iv) construction; (v) construction-related services; (vi) printing; and (vii) goods for State University health care facilities, including contracts for goods made with joint or group purchasing arrangements.

(b) Comptroller's approval is required for the following contracts: (i) contracts for services not listed in Paragraph (3)(a) above made by a State University campus or health care facility certified by the Vice Chancellor and Chief Financial Officer, if the contract value exceeds \$250,000; (ii) contracts for services not listed in Paragraph (3)(a) above made by a State University campus not certified by the Vice Chancellor and Chief Financial Officer, if the contract value exceeds \$50,000; (iii) contracts for services not listed in Paragraph (3)(a) above made by health care facilities not certified by the Vice Chancellor and Chief Financial Officer, if the contract value exceeds \$75,000; (iv) contracts whereby the State University agrees to give something other than money, when the value or reasonably estimated value of such consideration exceeds \$10,000; (v) contracts for real property transactions if the contract value exceeds \$50,000; (vi) all other contracts not listed in Paragraph 3(a) above, if the contract value exceeds \$50,000, e.g. SUNY acquisition of a business and New York State Finance Article 11-B contracts and (vii) amendments for any amount to contracts not listed in Paragraph (3)(a) above, when as so amended, the contract exceeds the threshold amounts stated in Paragraph (b) herein. However, such pre-approval shall not be required for any contract established as a centralized contract through the Office of General Services or

for a purchase order or other transaction issued under such centralized contract.

(c) Any contract that requires Comptroller approval shall not be valid, effective or binding upon the State University until it has been approved by the Comptroller and filed in the Comptroller's office.

4. **WORKERS' COMPENSATION BENEFITS.** In accordance with Section 142 of the State Finance Law, this contract shall be void and of no force and effect unless the Contractor shall provide and maintain coverage during the life of this contract for the benefit of such employees as are required to be covered by the provisions of the Workers' Compensation Law.

5. **NON-DISCRIMINATION REQUIREMENTS.**

To the extent required by Article 15 of the Executive Law (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, (including gender identity or expression), national origin, sexual orientation, military status, age, disability, predisposing genetic characteristics, marital status or domestic violence victim status. Furthermore, in accordance with Section 220-e of the Labor Law, if this is a contract for the construction, alteration or repair of any public building or public work or for the manufacture, sale or distribution of materials, equipment or supplies, and to the extent that this contract shall be performed within the State of New York, Contractor agrees that neither it nor its subcontractors shall, by reason of race, creed, color, disability, sex, or national origin: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. If this is a building service contract as defined in Section 230 of the Labor Law, then, in accordance with Section 239 thereof, Contractor agrees that neither it nor its subcontractors shall by reason of race, creed, color, national origin, age, sex or disability: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. Contractor is subject to fines of \$50.00 per person per day for any violation of Section 220-e or Section 239 as well as possible termination of this contract and forfeiture of all moneys due hereunder for a second or subsequent violation

6. **WAGE AND HOURS PROVISIONS.** If this is a public work contract covered by Article 8 of the Labor Law or a building service contract covered by Article 9 thereof, neither Contractor's employees nor the employees of its subcontractors may be required or permitted to work more than the number of hours or days stated in said statutes, except as otherwise provided in the Labor Law and as set forth in prevailing wage and supplement schedules issued by the State Labor Department. Furthermore, Contractor and its subcontractors must pay at least the prevailing wage rate and pay or provide the prevailing supplements, including the premium rates for overtime pay, as determined by the State Labor Department in accordance with the Labor Law. Additionally, effective April 28, 2008, if this is a public work

contract covered by Article 8 of the Labor Law, the Contractor understands and agrees that the filing of payrolls in a manner consistent with Subdivision 3-a of Section 220 of the Labor Law shall be a condition precedent to payment by SUNY of any SUNY-approved sums due and owing for work done upon the project.

7. **NON-COLLUSIVE BIDDING CERTIFICATION.**

In accordance with Section 139-d of the State Finance Law, if this contract was awarded based on the submission of competitive bids, Contractor affirms, under penalty of perjury, and each person signing on behalf of Contractor, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that its bid was arrived at independently and without collusion aimed at restricting competition. Contractor further affirms that, at the time Contractor submitted its bid, an authorized and responsible person executed and delivered to SUNY a non-collusive bidding certification on Contractor's behalf.

8. **INTERNATIONAL BOYCOTT PROHIBITION.**

In accordance with Section 220-f of the Labor Law and Section 139-h of the State Finance Law, if this contract exceeds \$5,000, the Contractor agrees, as a material condition of the contract, that neither the Contractor nor any substantially owned or affiliated person, firm, partnership or corporation has participated, is participating, or shall participate in an international boycott in violation of the federal Export Administration Act of 1979 (50 USC App. Sections 2401 *et seq.*) or regulations thereunder. If such Contractor, or any of the aforesaid affiliates of Contractor, is convicted or is otherwise found to have violated said laws or regulations upon the final determination of the United States Commerce Department or any other appropriate agency of the United States subsequent to the contract's execution, such contract, amendment or modification thereto shall be rendered forfeit and void. The Contractor shall so notify the State Comptroller within five (5) business days of such conviction, determination or disposition of appeal (2 NYCRR 105.4).

9. **SET-OFF RIGHTS.** The State shall have all of its common law, equitable and statutory rights of set-off. These rights shall include, but not be limited to, the State's option to withhold for the purposes of set-off any moneys due to the Contractor under this contract up to any amounts due and owing to the State with regard to this contract, any other contract with any State department or agency, including any contract for a term commencing prior to the term of this contract, plus any amounts due and owing to the State for any other reason including, without limitation, tax delinquencies or monetary penalties relative thereto. The State shall exercise its set-off rights in accordance with normal State practices including, in cases of set-off pursuant to an audit, the finalization of such audit by the State, its representatives, or the State Comptroller.

10. **RECORDS.** The Contractor shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (hereinafter, collectively, "the Records"). The Records must be kept for the balance of the calendar year in which they were made and for six

(6) additional years thereafter. The State Comptroller, the Attorney General and any other person or entity authorized to conduct an examination, as SUNY and its representatives and entities involved in this contract, shall have access to the Records during normal business hours at an office of the Contractor within the State of New York or, if no such office is available, at a mutually agreeable and reasonable venue within the State, for the term specified above for the purposes of inspection, auditing and copying. SUNY shall take reasonable steps to protect from public disclosure any of the Records which are exempt from disclosure under Section 87 of the Public Officers Law (the "Statute") provided that: (i) the Contractor shall timely inform an appropriate SUNY official, in writing, that said Records should not be disclosed; and (ii) said Records shall be sufficiently identified; and (iii) designation of said Records as exempt under the Statute is reasonable. Nothing contained herein shall diminish, or in any way adversely affect, SUNY's or the State's right to discovery in any pending or future litigation.

11. IDENTIFYING INFORMATION AND PRIVACY NOTIFICATION.

Identification Number(s). Every invoice or New York State Claim for Payment submitted to the State University of New York by a payee, for payment for the sale of goods or services or for transactions (e.g., leases, easements, licenses, etc.) related to real or personal property must include the payee's identification number. The number is any or all of the following: (i) the payee's Federal employer identification number, (ii) the payee's Federal social security number, and/or (iii) the payee's Vendor Identification Number assigned by the Statewide Financial System. Failure to include such number or numbers may delay payment. Where the payee does not have such number or numbers, the payee, on its invoice or Claim for Payment, must give the reason or reasons why the payee does not have such number or numbers.

(b) Privacy Notification. (1) The authority to request the above personal information from a seller of goods or services or a lessor of real or personal property, and the authority to maintain such information, is found in Section 5 of the State Tax Law. Disclosure of this information by the seller or lessor to the State University of New York is mandatory. The principal purpose for which the information is collected is to enable the State to identify individuals, businesses and others who have been delinquent in filing tax returns or may have understated their tax liabilities and to generally identify persons affected by the taxes administered by the Commissioner of Taxation and Finance. The information will be used for tax administration purposes and for any other purpose authorized by law. (2) The personal information is requested by the purchasing unit of the State University of New York contracting to purchase the goods or services or lease the real or personal property covered by this contract or lease. The information is maintained in the Statewide Financial System by the Vendor Management Unit within the Bureau of State Expenditures, Office of the State Comptroller, 110 State Street, Albany, New York 12236.

12. EQUAL EMPLOYMENT OPPORTUNITIES FOR MINORITIES AND WOMEN.

(a) In accordance with Section 312 of the Executive Law and 5 NYCRR 143, if this contract is: (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of \$25,000.00, whereby a contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the contracting agency; or (ii) a written agreement in excess of \$100,000.00 whereby a contracting agency is committed to expend or does expend funds for the acquisition,

construction, demolition, replacement, major repair or renovation of real property and improvements thereon; or (iii) a written agreement in excess of \$100,000.00 whereby the owner of a State assisted housing project is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon for such project, then the following shall apply and by signing this agreement the Contractor certifies and affirms that it is Contractor's equal employment opportunity policy that:

(1) The Contractor will not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status, and will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination. Affirmative action shall mean recruitment, employment, job assignment, promotion, upgradings, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation;

(2) at SUNY's request, Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein; and

(3) Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the State contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

(b) Contractor will include the provisions of "1", "2" and "3", above, in every subcontract over \$25,000.00 for the construction, demolition, replacement, major repair, renovation, planning or design of real property and improvements thereon (the "Work") except where the Work is for the beneficial use of the Contractor. Section 312 does not apply to: (i) work, goods or services unrelated to this contract; or (ii) employment outside New York State. The State shall consider compliance by a Contractor or sub-contractor with the requirements of any federal law concerning equal employment opportunity which effectuates the purpose of this section. SUNY shall determine whether the imposition of the requirements of the provisions hereof duplicate or conflict with any such federal law and if such duplication or conflict exists, SUNY shall waive the applicability of Section 312 to the extent of such duplication or conflict. Contractor will comply with all duly promulgated and lawful rules and regulations of the Department of Economic Development's Division of Minority and Women's Business Development pertaining hereto.

13. **CONFLICTING TERMS.** In the event of a conflict between the terms of the contract (including any and all attachments thereto and amendments thereof) and the terms of this Exhibit A, the terms of this Exhibit A shall control.

14. **GOVERNING LAW.** This contract shall be governed by the laws of the State of New York except where the Federal supremacy clause requires otherwise.

15. **LATE PAYMENT.** Timeliness of payment and any interest to be paid to Contractor for late payment shall be governed by Article 11-A of the State Finance Law to the extent required by law.

16. **NO ARBITRATION.** Disputes involving this contract, including the breach or alleged breach

thereof, may not be submitted to binding arbitration (except where statutorily authorized) but must, instead, be heard in a court of competent jurisdiction of the State of New York.

17. **SERVICE OF PROCESS.** In addition to the methods of service allowed by the State Civil Practice Law & Rules ("CPLR"), Contractor hereby consents to service of process upon it by registered or certified mail, return receipt requested. Service hereunder shall be complete upon Contractor's actual receipt of process or upon the State's receipt of the return thereof by the United States Postal Service as refused or undeliverable. Contractor must promptly notify the State, in writing, of each and every change of address to which service of process can be made. Service by the State to the last known address shall be sufficient. Contractor will have thirty (30) calendar days after service hereunder is complete in which to respond.

18. **PROHIBITION ON PURCHASE OF TROPICAL HARDWOODS.** The Contractor certifies and warrants that all wood products to be used under this contract award will be in accordance with, but not limited to, the specifications and provisions of State Finance Law §165 (Use of Tropical Hardwoods), which prohibits purchase and use of tropical hardwoods, unless specifically exempted, by the State or any governmental agency or political subdivision or public benefit corporation. Qualification for an exemption under this law will be the responsibility of the contractor to establish to meet with the approval of the State. In addition, when any portion of this contract involving the use of woods, whether supply or installation, is to be performed by any subcontractor, the prime Contractor will indicate and certify in the submitted bid proposal that the subcontractor has been informed and is in compliance with specifications and provisions regarding use of tropical hardwoods as detailed in Section 165 of the State Finance Law. Any such use must meet with the approval of the State, otherwise, the bid may not be considered responsive. Under bidder certification, proof of qualification for exemption will be the responsibility of the Contractor to meet with the approval of the State.

19. **MacBRIDE FAIR EMPLOYMENT PRINCIPLES.** In accordance with the MacBride Fair Employment Principles (Chapter 807 of the Laws of 1992), the Contractor hereby stipulates that Contractor and any individual or legal entity in which the Contractor holds a ten percent or greater ownership interest and any individual or legal entity that holds a ten percent or greater ownership interest in the Contractor either (a) have no business operations in Northern Ireland, or (b) shall take lawful steps in good faith to conduct any business operations in Northern Ireland in accordance with the MacBride Fair Employment Principles (as described in Section 165(5) of the State Finance Law), and shall permit independent monitoring of compliance with such principles.

20. OMNIBUS PROCUREMENT ACT OF 1992.

It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority and women-owned business enterprises as bidders, subcontractors and suppliers on its procurement contracts.

Information on the availability of New York State subcontractors and suppliers is available from:

NYS Department of Economic Development
Division for Small Business
30 South Pearl St., 7th Floor
Albany, NY 12245
Tel: 518-292-5100
Fax: 518-292-5884
email: opa@esd.ny.gov

A directory of certified minority and women-

owned business enterprises is available from:

NYS Department of Economic Development
Division of Minority and Women's Business
Development
633 Third Avenue
New York, NY 10017
212-803-2414

email: mwbecertification@esd.ny.gov
<https://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp>

The Omnibus Procurement Act of 1992 requires that by signing this bid proposal or contract, as applicable, Contractors certify that whenever the total bid amount is greater than \$1 million:

(a) The Contractor has made reasonable efforts to encourage the participation of New York State Business Enterprises as suppliers and subcontractors, including certified minority and women-owned business enterprises, on this project, and has retained the documentation of these efforts to be provided upon request to SUNY;

(b) The Contractor has complied with the Federal Equal Employment Opportunity Act of 1972 (P.L. 92-261), as amended;

(c) The Contractor agrees to make reasonable efforts to provide notification to New York State residents of employment opportunities on this project through listing any such positions with the Job Search Division of the New York State Department of Labor, or providing such notification in such manner as is consistent with existing collective bargaining contracts or agreements. The contractor agrees to document these efforts and to provide said documentation to the State upon request; and

(d) The Contractor acknowledges notice that SUNY may seek to obtain offset credits from foreign countries as a result of this contract and agrees to cooperate with SUNY in these efforts.

21. RECIPROCITY AND SANCTIONS

PROVISIONS. Bidders are hereby notified that if their principal place of business is located in a country, nation, province, state or political subdivision that penalizes New York State vendors, and if the goods or services they offer will be substantially produced or performed outside New York State, the Omnibus Procurement Act of 1994 and 2000 amendments (Chapter 684 and Chapter 383, respectively) require that they be denied contracts which they would otherwise obtain. Contact the NYS Department of Economic Development, Division for Small Business, 30 South Pearl Street, Albany, New York 12245, for a current list of jurisdictions subject to this

provision.

22. COMPLIANCE WITH NEW YORK STATE INFORMATION SECURITY BREACH AND NOTIFICATION ACT. Contractor shall comply with the provisions of the New York State Information Security Breach and Notification Act (General Business Law Section 899-aa; State Technology Law Section 208).

23. COMPLIANCE WITH CONSULTANT DISCLOSURE LAW If this is a contract for consulting services, defined for purposes of this requirement to include analysis, evaluation, research, training, data processing, computer programming, engineering, environmental health and mental health services, accounting, auditing, paralegal, legal or similar services, then in accordance with Section 163(4-g) of the State Finance Law, the Contractor shall timely, accurately and properly comply with the requirement to submit an annual employment report for the contract to SUNY, the Department of Civil Service and the State Comptroller.

24. PURCHASES OF APPAREL AND SPORTS EQUIPMENT. In accordance with State Finance Law Section 165(7), SUNY may determine that a bidder on a contract for the purchase of apparel or sports equipment is not a responsible bidder as defined in State Finance Law Section 163 based on (a) the labor standards applicable to the manufacture of the apparel or sports equipment, including employee compensation, working conditions, employee rights to form unions and the use of child labor; or (b) bidder's failure to provide information sufficient for SUNY to determine the labor conditions applicable to the manufacture of the apparel or sports equipment.

25. PROCUREMENT LOBBYING. To the extent this agreement is a "procurement contract" as defined by State Finance Law Sections 139-j and 139-k, by signing this agreement the contractor certifies and affirms that all disclosures made in accordance with State Finance Law Sections 139-j and 139-k are complete, true and accurate. In the event such certification is found to be intentionally false or intentionally incomplete, the State may terminate the agreement by providing written notification to the Contractor in accordance with the terms of the agreement.

26. CERTIFICATION OF REGISTRATION TO COLLECT SALES AND COMPENSATING USE TAX BY CERTAIN STATE CONTRACTORS, AFFILIATES AND SUBCONTRACTORS. To the extent this agreement is a contract as defined by Tax Law Section 5-a, if the Contractor fails to make the certification required by Tax Law

Section 5-a or if during the term of the contract, the Department of Taxation and Finance or SUNY discovers that the certification, made under penalty of perjury, is false, then such failure to file or false certification shall be a material breach of this contract and this contract may be terminated, by providing written notification to the Contractor in accordance with the terms of the agreement, if SUNY determines that such action is in the best interests of the State.

27. IRAN DIVESTMENT ACT. By entering into this Agreement, Contractor certifies in accordance with State Finance Law §165-a that it is not on the "Entities Determined to be Non-Responsive Bidders/Offerers pursuant to the New York State Iran Divestment Act of 2012" ("Prohibited Entities List") posted at:
<http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf>

Contractor further certifies that it will not utilize on this Contract any subcontractor that is identified on the Prohibited Entities List. Contractor agrees that should it seek to renew or extend this Contract, it must provide the same certification at the time the Contract is renewed or extended. Contractor also agrees that any proposed Assignee of this Contract will be required to certify that it is not on the Prohibited Entities List before the contract assignment will be approved by the State.

During the term of the Contract, should the state agency receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, the state agency will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then the state agency shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

The state agency reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

THE FOLLOWING PROVISIONS SHALL APPLY ONLY TO THOSE CONTRACTS TO WHICH A HOSPITAL OR OTHER HEALTH SERVICE FACILITY IS A PARTY

28. Notwithstanding any other provision in this contract, the hospital or other health service facility remains responsible for insuring that any service provided pursuant to this contract complies with all pertinent provisions of Federal, state and local statutes, rules and regulations. In the foregoing sentence, the word "service" shall be construed to refer to the health care service rendered by the hospital or other health service facility.

29. (a) In accordance with the 1980 Omnibus Reconciliation Act (Public Law 96-499), Contractor hereby agrees that until the expiration of four years after the furnishing of services under this agreement, Contractor shall make available upon written request to the Secretary of Health and Human Services, or upon request, to the Comptroller General of the United States or any of their duly authorized representatives, copies of this contract, books, documents and records of the Contractor that are necessary to certify the nature and extent of the costs hereunder.

(b) If Contractor carries out any of the duties of the contract hereunder, through a subcontract having a value or cost of \$10,000 or more over a twelve-month period, such subcontract shall contain a clause to the effect that, until the expiration of four years after the furnishing of such services pursuant to such subcontract, the subcontractor shall make available upon written request to the Secretary of Health and Human Services or upon request to the Comptroller General of the United States, or any of their duly authorized representatives, copies of the subcontract and books, documents and records of the subcontractor that are necessary to verify the nature and extent of the costs of such subcontract.

(c) The provisions of this section shall apply only to such contracts as are within the definition established by the Health Care Financing Administration, as may be amended or modified from time to time.

1. DEFINITIONS. The following terms shall be defined in accordance with Section 310 of the Executive Law:

STATE CONTRACT herein referred to as "State Contract", shall mean: (a) a written agreement or purchase order instrument, providing for a total expenditure in excess of twenty-five thousand dollars (\$25,000.00), whereby the State University of New York ("University") is committed to expend or does expend funds in return for labor, services including but not limited to legal, financial and other professional services, supplies, equipment, materials or a combination of the foregoing, to be performed for, or rendered or furnished to the University; (b) a written agreement in excess of one hundred thousand dollars (\$100,000.00) whereby the University is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon; and (c) a written agreement in excess of one hundred thousand dollars (\$100,000.00) whereby the University as an owner of a state assisted housing project is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon for such project.

SUBCONTRACT herein referred to as "Subcontract", shall mean any agreement for a total expenditure in excess of \$25,000 providing for services, including non-staffing expenditures, supplies or materials of any kind between a State agency and a prime contractor, in which a portion of the prime contractor's obligation under the State contract is

undertaken or assumed by a business enterprise not controlled by the prime contractor.

WOMEN-OWNED BUSINESS ENTERPRISE herein referred to as "WBE", shall mean a business enterprise, including a sole proprietorship, partnership or corporation that is: (a) at least fifty-one percent (51%) owned by one or more United States citizens or permanent resident aliens who are women; (b) an enterprise in which the ownership interest of such women is real, substantial and continuing; (c) an enterprise in which such women ownership has and exercises the authority to control independently the day-to-day business decisions of the enterprise; (d) an enterprise authorized to do business in this state and independently owned and operated; (e) an enterprise owned by an individual or individuals, whose ownership, control and operation are relied upon for certification, with a personal net worth that does not exceed three million five hundred thousand dollars (\$3,500,000), as adjusted annually on the first of January for inflation according to the consumer price index of the previous year; and (f) an enterprise that is a small business pursuant to subdivision twenty of this section.

A firm owned by a minority group member who is also a woman may be certified as a minority-owned business enterprise, a women-owned business enterprise, or both, and may be counted towards either a minority-owned business enterprise goal or a women-owned business enterprise goal, in regard to any Contract or any goal, set by an agency or authority, but such participation may not be counted towards both such goals. Such an enterprise's participation in a Contract

may not be divided between the minority-owned business enterprise goal and the women-owned business enterprise goal.

MINORITY-OWNED BUSINESS ENTERPRISE herein referred to as "MBE", shall mean a business enterprise, including a sole proprietorship, partnership or corporation that is: (a) at least fifty-one percent (51%) owned by one or more minority group members; (b) an enterprise in which such minority ownership is real, substantial and continuing; (c) an enterprise in which such minority ownership has and exercises the authority to control independently the day-to-day business decisions of the enterprise; (d) an enterprise authorized to do business in this state and independently owned and operated; (e) an enterprise owned by an individual or individuals, whose ownership, control and operation are relied upon for certification, with a personal net worth that does not exceed three million five hundred thousand dollars (\$3,500,000.00), as adjusted annually on the first of January for inflation according to the consumer price index of the previous year; and (f) an enterprise that is a small business pursuant to subdivision twenty of this section.

MINORITY GROUP MEMBER shall mean a United States citizen or permanent resident alien who is and can demonstrate membership in one of the following groups: (a) Black persons having origins in any of the Black African racial groups; (b) Hispanic persons of Mexican, Puerto Rican, Dominican, Cuban, Central or South American of either Indian or Hispanic origin, regardless of race; (c) Native American or Alaskan native persons having origins in any of the original peoples

of North America. (d) Asian and Pacific Islander persons having origins in any of the Far East countries, South East Asia, the Indian Subcontinent or Pacific Islands.

CERTIFIED ENTERPRISE OR BUSINESS shall mean a business verified as a minority or women-owned business enterprise pursuant to section 314 of the Executive Law. A business enterprise which has been approved by the New York Division of Minority & Women Business Development ("DMWBD") for minority or women-owned enterprise status subsequent to verification that the business enterprise is owned, operated, and controlled by minority group members or women, and that also meets the financial requirements set forth in the regulations.

2. TERMS. The parties to the attached State Contract agree to be bound by the following provisions which are made a part hereof (the word "Contractor" herein refers to any party other than the University:

1(a) Contractor and its Subcontractors shall undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination. For these purposes, affirmative action shall apply in the areas of recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation.

(b) Prior to the award of a State Contract, the Contractor shall submit an equal employment opportunity (EEO) policy statement to the University within the time frame established by the University.

(c) As part of the Contractor's EEO policy statement, the

Contractor, as a precondition to entering into a valid and binding State Contract, shall agree to the following in the performance of the State Contract: (i) The Contractor will not discriminate against any employee or applicant for employment, will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination, and shall make and document its conscientious and active efforts to employ and utilize minority group members and women in its work force on State Contracts; (ii) The Contractor shall state in all solicitations or advertisements for employees that, in the performance of the State Contract, all qualified applicants will be afforded equal employment opportunities without discrimination; (iii) At the request of the University the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union, or representative will not discriminate, and that such union or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein.

(d) Form 108 - Staffing Plan To ensure compliance with this Section, the Contractor shall submit a staffing plan to document the composition of the proposed workforce to be utilized in the performance of the Contract by the specified categories listed, including ethnic background, gender, and Federal occupational categories. Contractors shall complete the Staffing plan form and submit it as part of their bid or proposal or within a reasonable time, but no later than the time of award of the contract.

(e) Form 112 - Workforce Employment Utilization Report ("Workforce Report")

(i) Once a contract has been awarded and during the term of Contract, Contractor is responsible for updating and providing notice to SUNY of any changes to the previously submitted Staffing Plan. This information is to be submitted on a quarterly basis during the term of the contract to report the actual workforce utilized in the performance of the contract by the specified categories listed including ethnic background, gender, and Federal occupational categories. The Workforce Report must be submitted to report this information.

(ii) Separate forms shall be completed by Contractor and any subcontractor performing work on the Contract.

(iii) In limited instances, Contractor may not be able to separate out the workforce utilized in the performance of the Contract from Contractor's and/or subcontractor's total workforce. When a separation can be made, Contractor shall submit the Workforce Report and indicate that the information provided related to the actual workforce utilized on the Contract. When the workforce to be utilized on the contract cannot be separated out from Contractor's and/or subcontractor's total workforce, Contractor shall submit the Workforce Report and indicate that the information provided is Contractor's total workforce during the subject time frame, not limited to work specifically under the contract.

(f) Contractor shall comply with the provisions of the Human Rights Law, all other State and Federal statutory and constitutional non-discrimination provisions. Contractor and subcontractors shall not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, and

shall also follow the requirements of the Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.

(g) The Contractor shall include the provisions of this section in every Subcontract in such a manner that the requirements of the provisions will be binding upon each Subcontractor as to work in connection with the State Contract, including the requirement that Subcontractors shall undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination, and, when requested, provide to the Contractor information on the ethnic background, gender, and Federal occupational categories of the employees to be utilized on the State Contract.

(h) To ensure compliance with the requirements of this paragraph, the University shall inquire of a Contractor whether the work force to be utilized in the performance of the State Contract can be separated out from the Contractor's and/or Subcontractors' total work force and where the work of the State Contract is to be performed. For Contractors who are unable to separate the portion of their work force which will be utilized for the performance of this State Contract, Contractor shall provide reports describing its entire work force by the specified ethnic background, gender, and Federal Occupational Categories, or other appropriate categories which the agency may specify.

(i) The University may require the Contractor and any Subcontractor to submit compliance reports, pursuant to the regulations relating to their operations and implementation of their affirmative action or equal employment opportunity program in effect as of the date the State Contract is executed.

(j) If a Contractor or Subcontractor does not have an existing affirmative action program, the University may provide to the Contractor or Subcontractor a model plan of an affirmative action program. Upon request, the Director of DMWBD shall provide a contracting agency with a model plan of an affirmative action program.

(k) Upon request, DMWBD shall provide the University with information on specific recruitment sources for minority group members and woman, and contracting agencies shall make such information available to Contractors

3. Contractor must provide the names, addresses and federal identification numbers of certified minority- and women-owned business enterprises which the Contractor intends to use to perform the State Contract and a description of the Contract scope of work which the Contractor intends to structure to increase the participation by Certified minority- and/or women-owned business enterprises on the State Contract, and the estimated or, if known, actual dollar amounts to be paid to and performance dates of each component of a State Contract which the Contractor intends to be performed by a certified minority- or woman-owned business enterprise. In the event the Contractor responding to University solicitation is joint venture, teaming agreement, or other similar arrangement that includes a minority-and women owned business enterprise, the Contractor must submit for review and approval: i. the name, address, telephone number and federal identification of each partner or party to the agreement; ii. the federal identification number of the joint venture or entity established to respond to the solicitation, if applicable; iii. A copy of the joint venture, teaming or other similar arrangement which describes the percentage of interest owned by each party to the agreement and the value

added by each party; iv. A copy of the mentor-protégé agreement between the parties, if applicable, and if not described in the joint venture, teaming agreement, or other similar arrangement.

4. PARTICIPATION BY MINORITY GROUP MEMBERS AND WOMEN. The University shall determine whether Contractor has made conscientious and active efforts to employ and utilize minority group members and women to perform this State Contract based upon an analysis of the following factors:

(a) Whether Contractor established and maintained a current list of recruitment sources for minority group members and women, and whether Contractor provided written notification to such recruitment sources that contractor had employment opportunities at the time such opportunities became available.

(b) Whether Contractor sent letters to recruiting sources, labor unions, or authorized representatives of workers with which contractor has a collective bargaining or other agreement or understanding requesting assistance in locating minority group members and women for employment.

(c) Whether Contractor disseminated its EEO policy by including it in any advertising in the news media, and in particular, in minority and women news media.

(d) Whether Contractor has attempted to provide information concerning its EEO policy to Subcontractors with which it does business or had anticipated doing business.

(e) Whether internal procedures exist for, at a minimum, annual dissemination of the EEO policy to employees, specifically to employees having any responsibility for hiring, assignment, layoff, termination, or other employment decisions. Such dissemination may occur through

distribution of employee policy manuals and handbooks, annual reports, staff meetings and public postings.

(f) Whether Contractor encourages and utilizes minority group members and women employees to assist in recruiting other employees.

(g) Whether Contractor has apprentice training programs approved by the N.Y.S. Department of Labor which provides for training and hiring of minority group members and women.

(h) Whether the terms of this section have been incorporated into each Subcontract which is entered into by the Contractor.

5. PARTICIPATION BY MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES. Based upon an analysis of the following factors, the University shall determine whether Contractor has made good faith efforts to provide for meaningful participation by minority-owned and women-owned business enterprises which have been certified by DMWBD:

(a) Whether Contractor has actively solicited bids for Subcontracts from qualified M/WBEs, including those firms listed on the Directory of Certified Minority and Women-Owned Business Enterprises, and has documented its good faith efforts towards meeting minority and women owned business enterprise utilization plans by providing, copies of solicitations, copies of any advertisements for participation by certified minority- and women-owned business enterprises timely published in appropriate general circulation, trade and minority- or women-oriented publications, together with the listing(s) and date(s) of the publications of such advertisements; dates of attendance at any pre-bid, pre-award, or other meetings, if any, scheduled by the University, with certified minority-

and women-owned business enterprises, and the reasons why any such firm was not selected to participate on the project.

(b) Whether Contractor has attempted to make project plans and specifications available to firms who are not members of associations with plan rooms and reduce fees for firms who are disadvantaged.

(c) Whether Contractor has utilized the services of organizations which provide technical assistance in connection with M/WBE participation.

(d) Whether Contractor has structured its Subcontracts so that opportunities exist to complete smaller portions of work.

(e) Whether Contractor has encouraged the formation of joint ventures, partnerships, or other similar arrangements among Subcontractors.

(f) Whether Contractor has requested the services of the Department of Economic Development (DED) to assist Subcontractors' efforts to satisfy bonding requirement.

(g) Whether Contractor has made progress payments promptly to its Subcontractors.

(h) Whether the terms of this section have been incorporated into each Subcontract which is entered into by the Contractor. It shall be the responsibility of Contractor to ensure compliance by every Subcontractor with these provisions.

6. MWBE Utilization Plan.

(a) The Contractor represents and warrants that Contractor has submitted an MWBE Utilization Plan prior to the execution of the contract.

(b) MWBE Utilization Plan (Form 7557-107).

Contractors are required to submit a Utilization Plan on Form 7557-107 with their bid or proposal. Complete the following steps to prepare the Utilization Plan:

- i. list NYS Certified minority- and women-owned business enterprises which the Contractor intends to use to perform the State contract;
- ii. insert a description of the contract scope of work which the Contractor intends to structure to increase the participation by NYS Certified minority- and women-owned enterprises on the State contract;
- iii. insert the estimated or, if known, actual dollar amounts to be paid to and performance dates of each component of a State contract which the Contractor intends to be performed by a NYS Certified minority- or women-owned business; and

(c) Any modifications or changes to the agreed participation by NYS Certified MWBEs after the Contract Award and during the term of the contract must be reported on a revised MWBE Utilization Plan and submitted to the SUNY University-wide MWBE Program Office.

(d) The University will review the MWBE Utilization Plan and will issue the Contractor a written notice of acceptance or deficiency within twenty (20) day of its receipt. A notice of deficiency shall include the:

- i. list NYS Certified minority- and women-owned business enterprises which the Contractor intends to use to perform the State contract;
- ii. name of any MWBE which is not acceptable for the purpose of complying with the MWBE participation goals;
- iii. reasons why it is not an acceptable element of the Contract scope of work which the MWBE Program

Office has determined can be reasonably structured by the Contractor to increase the likelihood of participation in the Contract by MWBEs; and

- iv. other information which the MWBE Program Office determines to be relevant to the MWBE Utilization Plan.

(e) The Contractor shall respond to the notice of deficiency within seven (7) business days of receipt by submitting to the University a written remedy in response to the notice of deficiency.

- i. If the written remedy that is submitted is not timely or is found to be inadequate, the University-wide MWBE Program Office shall notify the Contractor and direct the Contractor to submit, within five (5) business days, a request for partial or total waiver of MWBE participation goals on forms provided by the University-wide MWBE Program Office.
- ii. Failure to file the waiver form in a timely manner may be grounds for disqualification of the bid or proposal.

(f) The University may disqualify a Contractor as being non-responsive under the following circumstances:

- i. If a Contractor fails to submit a MWBE Utilization Plan;
- ii. If a Contractor fails to submit a written remedy to a notice of deficiency in a MWBE Utilization Plan;
- iii. If a Contractor fails to submit a request for waiver; or
- iv. If the MWBE Program Office determines that the Contractor has failed to document Good Faith Efforts.

(g) Contractor agrees to use such MWBE Utilization Plan for the performance of MWBEs on the Contract pursuant to the prescribed MWBE goals set forth in Section III-A of this Appendix.

(h) Contractor further agrees that a failure to submit and/or use such MWBE Utilization Plan shall constitute a material breach of the terms of the Contract. Upon the occurrence of such a material breach, SUNY shall be entitled to any remedy provided herein, including but not limited to, a finding of Contractor non-responsiveness.

7. Waivers.

(a) For Waiver Requests Contractor should use (Form 7557-114) – Waiver Request.

(b) If the Contractor, after making good faith efforts, is unable to comply with MWBE goals, the Contractor may submit a Request for Waiver form documenting good faith efforts by the Contractor to meet such goals. If the documentation included with the waiver request is complete the University shall evaluate the request and issue a written notice of acceptance or denial within twenty (20) days of receipt.

(c) If University, upon review of the MWBE Utilization Plan and updated Quarterly MWBE Contractor Compliance Reports determines that Contractor is failing or refusing to comply with the Contract goals and no waiver has been issued in regards to such non-compliance, the University may issue a notice of deficiency to the Contractor. The contractor must respond to the notice of deficiency within seven (7) business days of receipt. Such response may include a request for partial or total waiver of MWBE Contract Goals.

8. Quarterly MWBE Contractor Compliance Report.

Contractor is required to submit a Quarterly MWBE Contractor Compliance Report (Form 7557-114) to the University by the 5th day following each end of quarter over the term of the Contract documenting the progress made towards achievement of the MWBE goals of the Contract.

9. GOALS. (a) GOALS FOR MINORITY AND WOMEN WORK FORCE PARTICIPATION.

(i) The University shall include relevant work force availability data, which is provided by the DMWBD, in all documents which solicit bids for State Contracts and shall make efforts to assist Contractors in utilizing such data to determine expected levels of participation for minority group members and women on State Contracts.

(ii) Contractor shall exert good faith efforts to achieve such goals for minority and women's participation. To successfully achieve such goals, the employment of minority group members and women by Contractor must be substantially uniform during the entire term of this State Contract. In addition, Contractor should not participate in the transfer of employees from one employer or project to another for the sole purpose of achieving goals for minority and women's participation.

(b) GOALS FOR MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES PARTICIPATION.

For all State Contracts in excess of \$25,000.00 whereby the University is committed to expend or does expend funds in return for labor, services including but not limited to legal, financial and other professional services, supplies, equipment, materials or a combination of the foregoing or all State Contracts in excess of \$100,000.00 whereby the University

is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon, Contractor shall exert good faith efforts to achieve a participation goal of _____ percent (____%) for Certified Minority-Owned Business Enterprises and _____ percent (____%) for Certified Women-Owned Business Enterprises.

10. ENFORCEMENT. The University will be responsible for enforcement of each Contractor's compliance with these provisions. Contractor, and each Subcontractor, shall permit the University access to its books, records and accounts for the purpose of investigating and determining whether Contractor or Subcontractor is in compliance with the requirements of Article 15-A of the Executive Law. If the University determines that a Contractor or Subcontractor may not be in compliance with these provisions, the University may make every reasonable effort to resolve the issue and assist the Contractor

or Subcontractor in its efforts to comply with these provisions. If the University is unable to resolve the issue of noncompliance, the University may file a complaint with the DMWBD.

Failure to comply with all of the requirements herein may result in a finding of non-responsiveness, non-responsibility and/or a breach of contract, leading to the withholding of funds or such other actions, remedies or enforcement proceedings as allowed by the Contract.

11. DAMAGES FOR NON COMPLIANCE.

Where the University determines that Contractor is not in compliance with the requirements of the Contract and Contractor refuses to comply with such requirements, or if Contractor is found to have willfully and intentionally failed to comply with the MWBE participation goals, Contractor shall be obligated to pay liquidated damages to the University. Such liquidated damages shall be calculated as an amount equaling the difference between:

a. All sums identified for payment to MWBEs had the Contractor achieved the contractual MWBE goals; and

b. All sums actually paid to MWBEs for work performed or materials supplied under the Contract.

In the event a determination has been made which requires the payment of liquidated damages and such identified sums have not been withheld by the University, Contractor shall pay such liquidated damages to the University within sixty (60) days after such damages are assessed, unless prior to the expiration of such sixtieth day, the Contractor has filed a complaint with the Director of the Division of Minority and Woman Business Development pursuant to Subdivision 8 of Section 313 of the Executive Law in which event the liquidated damages shall be payable if Director renders a decision in favor of the University.

EXHIBIT B

Purchase College
State University of New York
735 Anderson Hill Road
Purchase, New York 10577-1400
Purchasing & Accounts Payable Office
tel 914/251-6070 fax 914/251-6075
email purchasing@purchase.edu

Proposal #: SU-022315
Bid Opening Date: March 20, 2015
Bid Opening Time: 1:00 PM

Bid Proposal Form

(this is not an order)

University reserves the right to request clarifications or allow proposals in accordance with Section 163 of the NYS Finance Law.
Purchase College, State University of New York, reserves the right to reject all and any bids.

Phase	Sign Type	Quantities	Fabrication Cost	Installation Cost	Total Bid Amount
Phase 1	C1	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	C2	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	C3	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	E1	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	E2	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	K1	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	N1	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	N2	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	N4	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Total Bid Amount Phase 1: \$					<input type="text"/>
Phase 2	L1	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	M1	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	M2	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	N3	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
	N3a	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Total Bid Amount Phase 2: \$					<input type="text"/>

EXHIBIT B

State University of New York
735 Anderson Hill Road
Purchase, New York 10577-1400
Purchasing & Accounts Payable Office
tel 914/251-6070 fax 914/251-6075
email purchasing@purchase.edu

Bid Opening Date: March 20, 2015
Bid Opening Time: 1:00 PM

Bid Proposal Form

(this is not an order)

University reserves the right to request clarifications or allow proposals in accordance with Section 163 of the NYS Finance Law.
Purchase College, State University of New York, reserves the right to reject all and any bids.

Phase	Sign Type	Quantities	Fabrication Cost	Installation Cost	Total Bid Amount
Phase 3	D1	<u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>
	G1	<u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>
	S1	<u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>
	T1	<u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>
Total Bid Amount Phase 3: \$					<u> </u>

EXHIBIT B

735 Anderson Hill Road
Purchase , New York 10577-1400
Purchasing & Accounts Payable Office
tel 914/251-6070 fax 914/251-6075
email purchasing@purchase.edu

Bid Opening Time: 1:00 PM

Bid Proposal Form

(this is not an order)

University reserves the right to request clarifications or allow proposals in accordance with Section 163 of the NYS Finance Law.
Purchase College, State University of New York, reserves the right to reject all and any bids.

Phase	Sign Type	Quantities	Fabrication Cost	Installation Cost	Total Bid Amount
Not Phased	C1	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	C2	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	C3	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	D1	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	E1	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	E2	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	G1	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	K1	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	M1	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	M2	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	N1	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	N2	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	N3	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	N3a	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	N4	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	S1	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>
	T1	<hr/>	\$ <hr/>	\$ <hr/>	\$ <hr/>

Total Bid Amount Not Phased: \$

Purchase College
State University of New York
735 Anderson Hill Road

Proposal #: SU-022315
Bid Opening Date: March 20, 2015
Bid Opening Time: 1:00 PM

EXHIBIT B

Purchase , New York 10577-1400
Purchasing & Accounts Payable Office
tel 914/251-6070 fax 914/251-6075
email purchasing@purchase.edu

Bid Proposal Form

(this is not an order)

University reserves the right to request clarifications or allow proposals in accordance with Section 163 of the NYS Finance Law.
Purchase College, State University of New York, reserves the right to reject all and any bids.

Summary Sheet

Total Bid Amount Phase 1: \$ _____
Total Bid Amount Phase 2: \$ _____
Total Bid Amount Phase 3: \$ _____

Total Bid Amount All Phases: \$ _____

Total Bid Amount No Phases: \$ _____

Vendor Information:

SFS Vendor ID Number: _____

Federal ID Number: _____

Company Name: _____

Street: _____

City, State, Zip: _____

Telephone/Fax: _____

Signed by: _____

Printed Name / Title: _____

Email Address: _____

If you are not submitting a bid, it is requested that you indicate your reason for not bidding. FAILURE TO DO SO WILL REMOVE YOUR NAME FROM THE BIDDERS LIST.

Bid Proposal must be returned to:
PURCHASING & ACCOUNTS PAYABLE OFFICE

Attachment 1
Bid Proposer Submission Information

Required Submission Form

YOU ARE INVITED TO SUBMIT A PROPOSAL IN RESPONSE TO RFP SU-022315.

BID PROPOSERS MUST SUBMIT ITEMS AS INDICATED ON PAGE 2 OF THIS RFP:

1. Bid Proposer Submission Information (this page), Attachment 1;
2. Encouraging Use of New York State Businesses in Contract Performance form, Attachment 2;
3. Bid Proposal, including Exhibit B (Bid Proposal form)
4. MWBE Form 107 – MWBE Utilization Plan http://www.suny.edu/sunypp/lookup.cfm?lookup_id=618

IF YOU ARE NOT SUBMITTING A PROPOSAL, PURCHASE COLLEGE REQUESTS THE FOLLOWING:

1. Respond "No Bid will be submitted" and state your reason(s).
2. Return only this page to the Issuing Office address on Page 2.

BID PROPOSERS PLEASE RESPOND TO THE FOLLOWING INQUIRIES AND/OR CERTIFICATIONS:

1. Is the price quoted the same or lower than that quoted other corporations, institutions or governmental agencies for similar services and/or like equipment or supplies?
YES: _____ NO: _____ If no, explain: _____
2. Does your firm agree that all presentations and materials will be free from racial, religious, or sexual bias?
YES: _____ NO: _____
3. Are you a New York State (NYS) resident business? YES: _____ NO: _____
4. Total number of people employed by firm: _____
5. Total number of people employed by firm in NYS: _____
6. Is your firm a NYS Minority-owned Business? YES: _____ NO: _____
NYS Certified? YES: _____ NO: _____
7. Is your firm a NYS Women-owned Business? YES: _____ NO: _____
NYS Certified? YES: _____ NO: _____
8. Please indicate if you or any officer of your organization, or any party owning or controlling more than 10 percent of your stock if you are a corporation, or any member if you are a firm or association, is an officer or employee of the State of New York or of a public benefit corporation of the State of New York.
YES: _____ NO: _____
9. In accordance with State Finance Law §§ 139-j and 139-k, please certify that all information provided to Purchase College with respect to State Finance Law §§ 139-j and 139-k is complete, true and accurate.

COMPANY NYS STATE FINANCE SYSTEM NUMBER (SFS ID): _____

COMPANY TAX IDENTIFICATION NUMBER (TIN): _____

COMPANY NAME: _____

ADDRESS: _____

Telephone Number: _____ Fax Number: _____

BIDDER REPRESENTATIVE – EMAIL ADDRESS: _____

BIDDER REPRESENTATIVE - NAME and TITLE (printed): _____

BIDDER REPRESENTATIVE SIGNATURE and DATE: _____

Attachment 2

ENCOURAGING USE OF NEW YORK STATE BUSINESSES IN CONTRACT PERFORMANCE

New York State businesses have a substantial presence in State contracts and strongly contribute to the economies of the state and the nation. In recognition of their economic activity and leadership in doing business in New York State, bidders/proposers for this contract for commodities, services or technology are strongly encouraged and expected to consider New York State businesses in the fulfillment of the requirements of the contract. Such partnering may be as subcontractors, suppliers, protégés or other supporting roles.

Bidders/proposers need to be aware that all authorized users of this contract will be strongly encouraged, to the maximum extent practical and consistent with legal requirements, to use responsible and responsive New York State businesses in purchasing commodities that are of equal quality and functionality and in utilizing services and technology. Furthermore, bidders/proposers are reminded that they must continue to utilize small, minority and women-owned businesses, consistent with current State law.

Utilizing New York State businesses in State contracts will help create more private sector jobs, rebuild New York's infrastructure, and maximize economic activity to the mutual benefit of the contractor and its New York State business partners. New York State businesses will promote the contractor's optimal performance under the contract, thereby fully benefiting the public sector programs that are supported by associated procurements.

Public procurements can drive and improve the State's economic engine through promotion of the use of New York businesses by its contractors. The State therefore expects bidder/proposers to provide maximum assistance to New York businesses in their use of the contract. The potential participation by all kinds of New York businesses will deliver great value to the State and its taxpayers.

Bidders/proposers can demonstrate their commitment to the use of New York State businesses by responding to the question below:

Will New York State Businesses be used in the performance of this Contract? Yes_____ No_____

If yes, identify New York State businesses that will be used and attach identifying information:

Technical Specifications

SECTION 10400

SIGNAGE

PART 1 GENERAL

1.1 GENERAL REQUIREMENTS

- A. Work of this Section, as shown or specified, shall be in accordance with the requirements of the Contract Documents.

1.2 DEFINITIONS

- A. For the purpose of this document the following definitions shall apply:
 - 1. Owner shall mean Purchase College, State University of New York, 735 Anderson Hill Road, Purchase, NY 10577
 - 2. Designer shall mean Two Twelve, 902 Broadway, Floor 20, New York, NY 10010.
 - 3. Sign Contractor shall mean the individual, firm or corporation executing the contract and performing the work under the terms of these Contract Documents.
 - 4. General Contractor shall mean the individual, firm or corporation responsible for the construction of the building, interior, or renovation work on and within which the work, which forms the subject of this contract is to be installed.
 - 5. Contract Documents shall mean all construction intent drawings, message schedules, sign location plans, specifications and other items comprising the contract.

6. Date of Substantial Completion shall mean the date upon which the work, which is the subject of this contract is sufficiently complete to enable the Owner to use it for the purpose and in the manner in which it was intended.
7. Sign shall mean any sign, graphic work to be applied to an architectural component, or other element described or specified in the Contract Documents.
8. Graphic Components shall mean all typography, illustrations, line drawings, maps, charts, etc. forming part of a sign.
9. Artwork shall mean scalable electronic vector artwork in Adobe Illustrator or Adobe InDesign format for any specific graphic component of individual signs, symbols, logotypes, line drawings, to be used in the production of signs by the Sign Contractor.
10. Templates shall mean scalable electronic files Adobe Illustrator or Adobe InDesign for any graphic components of any specific sign.
11. Graphic Layouts shall mean production-ready artwork drawn to an architectural scale demonstrating all Graphic Components and colors of for all unique instances of an individual sign type.
12. Character shall mean any visual element of a sign, including letters, numerals, punctuation marks, symbols, etc.
13. Color fill shall mean any paint, ink, dye, varnish or other material used to fill engraved, etched, or incised characters.
14. Paint shall mean any paint, ink, dye, varnish or other coating material.
15. Adhesive shall mean any liquid, aerosol, sheet, tape or foam tape adhesive or solvent bonding system.

1.3 SCOPE OF WORK

- A. Work of this Section includes all labor, materials, equipment and services necessary to complete the signage as shown on the drawings and/or specified herein, but not limited to the following:
 1. Fabricated and painted aluminum box construction sign forms with internal illumination

2. Fabricated and painted aluminum box construction sign forms with cut-through letterforms
 3. Painted aluminum panel with painted graphics
 4. Painted aluminum panel with cut-out symbol graphics
 5. Painted waterjet-cut aluminum dimensional letterforms
 6. Painted fabricated aluminum dimensional letterforms
 7. Painted fabricated aluminum brackets/frames and posts
 8. Die-cut vinyl letters and graphics in custom colors
- B. Specialty Products are limited to:
1. Thermally embedded graphics into aluminum panels
- C. All signs listed in the Scope of Work shall be completed and installed in phases as outlined in “Part II: Detailed Specifications” of this RFP. Fabrication and installation of signs is to be as indicated in the attached Construction Intent Drawings, Sign Locations Plans, and Sign Message Schedules and as specified herein, including:

(Vehicular)

Sign Type	Description	Quantity
C1	Vehicular Directional, Primary	2
C2	Vehicular Directional, Secondary	19
C3	Vehicular Directional, Tertiary	2
E1	Parking Lot Identification, Primary	18
E2	Parking Lot Identification, Secondary	2
K1	Pedestrian Directory	11
N1	Building Identification, Column-Mounted	9
N2	Building Identification, Freestanding	18
N4	Building Identification, Heritage	4

(Pedestrian)

Sign Type	Description	Quantity
L1	Pedestrian Directional, Freestanding	19
M1	Pedestrian Directional, Column-Mounted	16
M2	Pedestrian Directional, Wall-Mounted	5

Purchase College

N3/N3a	Residence Hall Identification	14
P1	Building Identification, Pin-Letters	2

(Regulatory)

Sign Type	Description	Quantity
D1	Roadway Identification	2
G1	Vehicular Regulatory	TBD
S1	Pedestrian Regulator Sign, Freestanding	TBD
T1	Pedestrian Regulatory Sign, Wall-Mounted	TBD

1.4 QUALITY ASSURANCE

- A. All constructional, engineering and anchoring details indicated on the Designer's drawings are for design intent only. The Sign Contractor shall take full responsibility for the correct and safe engineering of all sign types and the way in which they are supported and anchored without compromising the design intent. The internal structure, dimensions and specifications for all items shall be indicated on the Sign Contractor's shop drawings and shall indicate any alternative details which are necessary to result in a satisfactory and safe final product. The Sign Contractor shall indemnify and hold harmless the Designer against any claim resulting from failure of, or damage caused by, the installed signs.
- B. Sign Contractor shall provide references of at least five (5) clients who have used their services to the satisfaction of the Owner and Design Consultant. References to be limited to projects with sign counts similar to those of this scope and total sign budgets exceeding \$500,000.
- C. Sign Contractor shall provide evidence of successfully completing manufacture and installation of three (3) projects of similar scope to this bid within the preceding five (5) years. References to be limited to projects incorporating exterior vehicular and pedestrian wayfinding.
- D. Comply will all current codes and requirements of all relevant local and state regulatory agencies, as referenced in Section 1.10. Where so required, tests shall be made and certificates of conformance shall be secured at the expense of the Sign Contractor.
- E. All materials shall be of highest quality, and shall be carefully fabricated in accordance with Contract Documents. Sign Contractor shall ensure that all materials used are inert and that galvanic reactions do not occur between any materials used, and between Sign materials and mounting surfaces.

- F. All artwork and templates prepared by the Sign Contractor for the production of the work under this contract shall be the property of the Owner, and shall be delivered to the Owner upon request.
- G. All artwork and templates supplied by the Designer remain the property of the Designer and are temporarily supplied for reproduction purposes only. After use, they must be returned, un-retouched and unaltered, to the Designer.

1.5 SIGN CONTRACTOR QUALIFICATIONS

- A. Sign Contractor shall provide references of at least ten (10) clients who have used their services to the satisfaction of the Owner and Designer.
- B. Sign Contractor shall provide evidence of successfully completing manufacture and installation of five (5) projects of similar scope to this bid within the preceding five (5) years.
- C. Sign Contractor must be able to demonstrate that they are in compliance with all workers safety and environmental regulations at their location of manufacture.
- D. Sign Contractor must be able to fabricate in-house at least 75% of the components required to produce this Scope of Work, as defined in Section 1.3A.
- E. Sign Contractor shall post bond equal to the value of the items listed in Sign Program bid documents for the life of the contract.

1.6 SPECIAL QUALIFICATIONS

- A. This project requires a professional engineer who is legally qualified to practice in the State of New York, and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar to those indicated for this Project in material, design, and extent.
 - 1. Anchoring details indicated on the drawings are for design intent only. Sign Contractor to take full responsibility for the correct and safe engineering of sign types and the way in which they are supported and anchored, and submit in the shop drawings alternative details necessary to result in a satisfactory and safe final product. Indemnify and hold harmless the Design Consultant against claims resulting from failure of, or damage caused by installed signs.

2. Engineer signs and sign supports to comply with current codes and requirements of relevant regulatory agencies, as referenced. Perform tests and submit certificates indicating conformance.

1.7 BID SUBMISSIONS

- A. Bids must reflect the entire Scope of Work outlined in the enclosed documents and are to be itemized as cost line items for the fabrication/installation of individual signs by sign type. Additionally, general conditions, submissions, bonds, taxes, and other miscellaneous costs should be itemized as separate cost line items in the bid response.
- B. Fabrication and installation for this contract will only include Sign Types identified in Section 1.3C - Phase 1. Bidders are to provide Future Pricing Guarantees (Section 1.13) for both Phase 1 and future Phases.
- C. Sign Contractor is to submit one (1) full sample prototype of Sign Type T1 from Construction Intent Documents, dated 15 September 2014, with the bid. This prototype is to be made without any assistance from the project team. This submittal will be used as an indication of the bidder's ability to read the design drawings, follow the specifications, and should represent the quality control capabilities of the company. This prototype will be used in conjunction with the Sign Contractor's bid to identify the best-qualified bidder for the project.
- D. Bids and sample prototype are to be submitted by date indicated under "Calendar of Events – Procurement Timetable" in the RFP, in order to be considered for this project. Any delays to the submission of these items may disqualify bidder from the bid review process, at Owner's discretion.
- E. Extent of Sign Program requirements are shown on, and shall be in accordance with, the Construction Intent Drawings and related materials (Contract Documents) submitted by the Designer. These include all labor, materials, equipment and services necessary to complete the signage as outlined within those documents.
- F. If there is a conflict, stated dimensions on the Drawings shall take precedence over scaled dimensions. Should a Bidder find discrepancies in, or omissions from, the contract documents, or be in doubt as to their meaning he shall notify the Designer/Owner at once. If it should be found necessary, a written addendum will be sent to each Bidder. Neither the Owner nor the Designer will be responsible for oral instructions.

- G. Sign Contractor shall be responsible for ensuring that there are no pricing or tabulation errors in submitted bids and shall not make any claims for extra payment as a consequence of any such errors.
- H. It shall be assumed that the Sign Contractor has inspected the site and/or Architectural drawings prior to submitting a bid, and is aware of all site and operational conditions affecting the fabrication and installation of the work. No extra charges shall be claimed or allowed due to a failure of the Sign Contractor from making such inspections.
- I. Sign Contractor to furnish a schedule indicating the number of weeks required from signing of a Contract to the commencement of installation, and the number of weeks required for completing the installation process. If necessary, separate information can be given for different groups of signs.
- J. All signs listed in the Scope of Work shall be installed by vendors paying their employees prevailing wage rates.

1.8 SUB CONTRACTORS

- A. Sign Contractor shall coordinate, fabricate, and install the full scope of work as defined in the Contract Documents with a minimum of 70% of the components required to produce this Scope of Work fabricated in the Sign Contractor's own manufacturing facility.
- B. The Bidder shall submit with the price quotation the name of the subcontractor(s) who will be doing any work on this project and definition of the specific types of work each subcontractor will be performing.

1.9 SUBMITTALS

- A. All submittals shall occur in the sequence outlined below. Submittals that are out of sequence may be rejected or held for approval pending prerequisite submittals.
- B. Unless otherwise noted, two (2) sets hardcopy of all submittals for approval prior to fabrication or installation, as follows:
 - One (1) set to Designer
 - One (1) set to Owner/Project Manager
- C. Schedule

1. Submit a detailed production and installation schedule for all sign types including dates for submission and approval of all required samples, shop drawings and other submissions required under this contract.
2. This schedule shall identify 'drop dead' receipt dates of final message schedule and artwork from Owner in order that the overall schedule is maintained.
3. Schedule to allow for adequate review and possible re-submittals without jeopardizing the project schedule.

D. Product Data

1. Submit manufacturer's printed product data, specifications and installation instructions for all materials and for each item to be supplied or incorporated into the work.

E. Typography and Kerning Sample

1. Submit for approval prior to creating Graphic Layout Submittal. Sign Contractor to confirm submission requirements with Designer prior to proceeding.
2. Submit 11"x17" laser prints of typical messages taken from the Message Schedule for each unique typeface, weight, and kerning configuration shown in the Design Documents. Submit all samples at full size. For oversized Sign Types, submit at a minimum of 3" = 1'-0".
3. Typesetting shall have proper letter, word and line spacing as specified in the contract documents and characters shall be sharp, accurately aligned on their baseline, and of consistent density.

F. Shop Drawings

1. Submit shop drawings showing proposed details of fabrication and installation of all components. Include plans, elevations, enlarged details, vertical and horizontal section details, etc. to the degree required to demonstrate full fabrication and installation means and methods.
2. Drawings to be printed at an architectural scale sufficient to read all details. Include large-scale details of construction, anchorages and accessory items.
 - a. Installation elevation to be a minimum of 1/2" = 1'-0"

- b. Sign elevations to be a minimum of $3/4" = 1'-0"$
 - c. Section details of small sign types to be a minimum of $6" = 1'-0"$
 - d. Section details of large sign types to be a minimum $3" = 1'-0"$
-
- 3. Connections, angles, shapes and details shown in Construction Intent Drawings are suggestive only and do not constitute actual engineering recommendations. Sign Contractor is responsible for proper engineering of all sign components. All components are to be sized, reinforced and detailed as required for their particular application. Details not shown are to be at least equal in quality to those detailed.
 - 4. Confer with the Designer via standard RFI process regarding any critical items, and advise the Designer of any significant discrepancies in field measurements or operational difficulties.
 - 5. All variations from the Contract Documents shall be shown on the shop drawings and shall be specifically identified as such by the Contractor. All proposed variations shall equal or surpass the requirements of the originally specified items with regard to appearance, finish, material qualities, size, etc.
 - 6. Should Sign Contractor wish to develop application methodologies that differ from those shown in the Contract Documents, they must be developed and submitted in addition to and not in place of methodologies noted in the Contract Documents, unless otherwise agreed to in writing by Designer.
 - 7. Sign Contractor shall provide a licensed engineer's details to provide suitable materials, gauges, footings, anchors, materials compatibility, structural integrity, etc., as required for proper and secure mounting or installation and in accordance with all local sign codes. Show all anchorages and accessory items.
 - 8. All Sign Requirements that are specified to be installed perpendicular to an architectural surface, and that extend out over any pedestrian area is to be engineered, manufactured and installed/hung to withstand seismic activity per the codes and regulations stipulated by the Owner and General Contractor in attached supporting documentation.

G. Graphic Layouts

1. One (1) full-size paper laser print set of fabrication-ready artwork of each unique sign location showing all components and messages. Label each layout with its location number. Submittal will be reviewed by the Designer for letter, word, and line spacing, as well as, overall size, sharpness, alignment, accuracy of letterform, and copy composition.
2. Layouts that do not fit full-size on 11"x17" paper may be submitted at half- or one quarter-full size only. All submittals must be able to be read with an architectural scale.
3. Copy shown on any drawings and templates is intended as a guideline for layout and type size only. Refer to the Message Schedule for exact wording for each layout.

H. Installation Templates

1. For Sign Types J1 and P1, submit one laser-printed copy of full-size installation templates of individual letters (characters must be filled black) for review and approval. Clearly and accurately show, with easily readable lines (pencil outlines are not acceptable), all elements and their intended spacing. Submittal will be reviewed by Designer for letter, word, and line spacing, as well as, overall size, sharpness, alignment, accuracy of letterform, and copy composition.
2. Include pin mount locations where coordination between Sign and Architectural surface is required.

I. Material and Finish Samples

1. Two (2) sets of 4" x 4" samples for each type of material, color, and finish combination specified.
2. Color match samples to be prepared on actual sign material substrates and employing all actual processes specified in Contract Documents.
3. Designer's review of samples will be for color and texture only. Compliance with all other requirements is the exclusive responsibility of the Sign Contractor. One (1) set of samples shall be kept by the Designer as a record to match against completed installation and for future reference.

J. Full Workmanship Prototypes

1. One (1) complete or prototype sample of the following sign types as noted in the Full Prototype Schedule (Section J.6a) below shall be fabricated for review, and approval by Owner/Designer, prior to manufacture of any of the final signs of any type for installation.
2. Due to the overall size of some project sign types, the following sign types noted in the Partial Prototype Schedule (Section J.6b) below will be fabricated as partial-prototypes for review, testing, and approval by Designer/Owner. Prior to fabrication of partial prototypes, Sign Contractor to submit clarification drawings to Designer for review and approval, detailing all elements to be included in each unique partial section prototype. Prototypes to clearly demonstrate all materials, finishes, fasteners, structure, mounting methods, detailing, etc. that are part of that sign type.
3. All Prototypes to be prepared pending final approval of shop drawings, graphic layouts, and samples noted above.
4. Designer reserves the right to adjust final details, sizes, colors, materials and finishes to be incorporated in the production of the final signs.
5. After inspection and approval all samples must be delivered to the Designer and will become his property as a record to match against completed installation. In no event shall any samples, whether approved or not, be permanently installed as part of the finished work.

6. Prototype Schedule

a. Full Prototypes

Sign Type	Description
Q1	Building Entrance Information
N4	Building Identification, heritage
R1	Elevator Flag ID

b. Partial Prototypes

Sign Type	Description
C1	Vehicular Directional, Primary

Complete top-left quarter (2'-3" W x 5'-0" x full depth)

F1 Parking Aisle Identification

Half of sign panel (both sides) mounted to bracket and full collar

K1 Pedestrian Kiosk

Fingerposts: Full sign panel (both sides) mounted to bracket and partial post

Message Panel: Full sign width x partial height (top 2'-6"), include part of map insert panel; welded to partial post

M1 Pedestrian Directional, Column-Mounted

One (1) panel: full width x partial height (top 5'-0")

N2 Building Identification, Freestanding

*Full sign width x partial height (bottom 2'-0"); include footer
Use "Liberal Studies & Continuing Education" copy*

N3.2 Residence Identification (Artwork Pylon)

Full sign width x partial height (bottom 2'-0"); include footer

P1 Building ID, Pin-Letters

Uppercase "S", and lowercase "a". include mounting hardware

S1 Pedestrian Regulatory, Freestanding

Full sign panel (both sides) mounted to bracket and partial post

1.10 REFERENCES

A. The work shall conform to the codes and standards of the following agencies as further cited herein:

1. ANSI: American National Standards ICC/ANSI A117.1, 2003
2. ADAAG: Americans with Disabilities Act Accessibility Guidelines, 2010 ADA Standards for Accessible Design

Purchase College

3. NYDOT: New York State Department of Transportation

1.11 DELIVERY STORAGE AND HANDLING

- A. Clearly label the contents of all packages.
- B. Deliver, store and handle all packages so as to protect them from any kind of damage. Inspect all components for evidence of damage at site before installation. Damaged materials shall not be incorporated into the work and shall be removed from the site immediately.
- C. The Contractor shall replace at his own expense all work judged damaged or defective before Substantial Completion.
- D. Installed work shall be accurately reproduced from the artwork. Characters with rounded positive or negative corners, nicked, cut, or ragged edges, etc. will not be acceptable.

1.12 MAINTENANCE

- A. Before Substantial Completion, provide the Designer with one copy, and the Owner with two copies of clearly written instructions for proper maintenance of all work including electrical systems. Instructions shall address periodic cleaning, service access, painting, color specifications, re-lamping, replacement procedures, etc. Provide detailed troubleshooting and "what to check" lists for all customized electrical or mechanical systems.

1.13 FUTURE PRICING GUARANTEES

- A. Furnish cost information for future purchases, guaranteed for two (2) years from the date of completion of this Contract, for all sign types listed in the pricing schedule. Information shall include costs for items ordered individually as well as minimum order requirements in order to obtain price breaks.

1.14 ATTIC STOCK

- A. Contractor shall supply attic stock components of posts, sign panels, brackets and other components as may be requested by the Owner.
- B. If requested by the owner, contractor may provide storage space for attic stock. The cost of this will be a negotiated fee between the owner and the contractor on a per square footage basis.

1.15 WARRANTY

- A. General: The following warranty shall not deprive the Owner of other rights the Owner may have under other provisions of the contract Documents and shall be in addition to, and run concurrent with, other warranties made by the Contractor under requirements of the Contract Documents.
- B. Sign warranty: Submit a written warranty signed by manufacturer, agreeing to repair or replace panels that fail during the specified warranty period. Failures include, but are not limited to, the following:
 - 1. Coating degradation
 - 2. Chalking
 - 3. Fading
 - 4. Structural failure
 - 5. Delamination of applied graphics
 - 6. Delamination or degradation of applied anti-graffiti coatings
- C. Defects or faulty materials found during the warranty period will be identified to Sign Contractor by Owner. Such defective materials are to be repaired and/or replaced at Sign Contractor's own expense, together with any damage to furnishings, fixtures, finishes, or other equipment that may be damaged as a result of these effects.
- D. If Sign Contractor shall fail to repair, replace, rebuild, or restore defective or damaged work promptly after receiving notice, Owner shall have the right to have the work completed by others in the same manner as provided for in the completion of a defaulted contract, and to deduct the cost thereof from the amount so deposited hereunder. The balance, if any, shall be returned to Sign Contractor without interest. If the amount so deposited is insufficient to cover the cost of such work, Sign Contractor shall be liable to pay such deficiency on demand by Owner.
- E. Owner certificate setting forth the fair and reasonable cost of repairing, replacing, rebuilding, or restoring any damaged or defective work when performed by one other than Sign Contractor and this cost shall be binding and conclusive as to the amount thereof upon Sign Contractor.

- F. Warranty Period: 5 years, unless otherwise agreed in writing directly with the Owner.

PART 2 - PRODUCT

2.1 MANUFACTURERS

- A. Basis of Design Product: Where named products are specified, subject to compliance with requirements specific to this project, provide either named product or an equivalent product by other manufacturers specified subject to approval by Designer and Owner.
- B. Manufacturers: Subject to compliance with requirements specific to this project, accepted manufacturers listed in Part 2 are considered to have been prequalified in conformance with Part 1 of this section. Acceptable manufacturers include, but are not limited to the following:
 - 1. Direct Embed Coating Systems; 6 Morris St., Paterson, NJ 07501. ASD.
Tel: (954) 825-0410. Email: info@directembedcoating.com
Website: <http://www.directembedcoating.com>.

2.2 MATERIALS

- A. Aluminum
 - 1. Aluminum extrusions shall be of alloy and temper recommended by aluminum producer for type of use and finish and with not less than strength and durability properties specified in ASTM B221 for 6063-T5.
 - 2. Aluminum sheet shall be of 6061-T6, 5005, or 5052-H38 alloys and temper as recommended by aluminum producer or finisher for use type and finish indicated, and with not less than strength and durability properties specified in ASTM B209 for 5005-H15. Sheet and plate shall be shop primed and of best architectural quality; stretcher leveled and visually flat.
 - 3. Aluminum Castings: ASTM B 26, of alloy and temper recommended by aluminum producer and finisher for casting process used and for use and finish indicated.
 - 4. Fabrication
 - a. Aluminum shall be of best commercial quality and their various forms shall be straight and true. There shall be no scratches, scars, creases or buckles.

- b. Where aluminum is shop fabricated, all joints, returns and the like shall be properly joined together and welded edges shall be ground smooth to proper aluminum finish.
- c. Aluminum in contact with dissimilar metals shall have bituminous or other protective coating to prevent electrolytic action.

B. Steel

- 1. Steel Sheet: Uncoated, cold-rolled, ASTM A 1008, commercial steel, Type B, exposed or electrolytic zinc-coated, ASTM A 591, with steel sheet substrate complying with ASTM A 1008, commercial steel, exposed.
- 2. Steel Members Fabricated from Plate or Bar Stock: ASTM A 529 or ASTM A 572, 42,000-psi minimum yield strength.
- 3. Galvanized Steel Sheet: ASTM A 653, G90 coating, either commercial or forming steel.
- 4. Fabrication
 - a. Surface Preparation: Remove mill scale and rust, if present, from uncoated steel, complying with SSPC-SP 5/NACE No. 1, "White Metal Blast Cleaning," or SSPC-SP 8, "Pickling."
 - b. All steel shall be galvanized in accordance with ASTM-A123.
 - c. For steel exposed to view on completion, provide materials having flat, smooth surfaces without blemishes. Do not use materials whose surfaces exhibit pitting, seam marks, roller marks, rolled trade names, or roughness.

C. Structural Steel

- 1. Provide structural steel plate, sheet, strip, and tube complying with requirements of ASTM A 500 and ASTM A 36 for thickness, size, and shape. Provide supports free from pitting, scale, sand holes, and/or other defects. Hand tool and buff borders and produce the standard finish as specified.
- 2. All steel shall be galvanized in accordance with ASTM-A123.
- 3. Reinforcing bars for concrete footings to be ASTM A 615 / A 615M, Grade 60, as required by engineering.

D. Welding

1. Welding materials and practices shall conform to the requirements of the latest edition of American Welding Society code for steel and aluminum. Shop welders shall be certified by AWS. Welding rods shall be of a composition compatible to the base metal being welded.
2. Fabrication shall be accomplished using the highest standards of workmanship. All pieces shall be saw cut and carefully fit together. All visible connections shall be full welded and ground flush and smooth. All visible surfaces and connections shall be without visible grinding marks, surface differentiation or variation.
3. Continuously weld joints and seams, unless other methods are indicated; grind, fill, and dress welds to produce smooth, flush, exposed surfaces with welds invisible after final finishing.

E. Hardware

1. Anchor bolts shall conform to ASTM-A576 with a minimum yield strength of 50,000 PSI. Hexagonal nuts and washers shall be furnished with each bolt.
2. High strength bolts (other than anchor bolts), nuts and washers shall conform to ASTM-A325.
3. Nelson type threaded studs shall be low carbon mild steel with a minimum yield strength of 50,000 PSI.
4. Non-ferrous metal or hot-dip galvanized anchors and inserts for exterior installations and elsewhere as required for corrosion resistance and to prevent staining of surrounding surfaces. Use toothed steel or lead expansion-bolt devices for drilled-in-place anchors. Furnish inserts, as required, to be set into concrete or masonry work.
5. Where mechanical fasteners and hardware are required, they shall be of adequate thickness, length and construction to properly secure the sign unit. Any visible portion of any mounting device shall be finished to match adjacent sign surface, unless otherwise specified.
6. All exposed screws shall be countersunk and painted to match adjacent surface unless otherwise noted.

7. Metal fasteners and hardware in contact with dissimilar metals shall have a protective coating or neoprene shields to prevent electrolytic action.

F. Concrete Footings

1. Footings for sign posts to be cast-in-place concrete with reinforcing steel bars as required. Design, engineering, and installation are the responsibility of the Sign Contractor.
2. Sign Contractor shall provide shop drawings and engineering calculations prepared and sealed by a registered professional engineer, licensed in the State of New York. Formwork detailing and engineering shall be prepared under direct supervision of a registered professional engineer, licensed in the State of New York.
3. Regulatory requirements shall conform to local laws, codes, and regulations. Sign Contractor shall submit formwork drawings, calculations, and other data to local authorities as they may require.
4. Typical formwork shall be plywood, metal, or other panel-type materials providing continuous smooth surfaces, non-reactive with form release agent or water. Formwork shall be furnished in largest practicable sizes to minimize number of joints. Provide form material with sufficient thickness to withstand pressure of newly placed concrete without bow or deflection. Conform to joint system indicated on drawings or accepted shop drawings.
5. Form ties shall be factory-fabricated, adjustable-length, removable or snap-off metal form ties designed to prevent form deflection and to prevent spilling of concrete upon removal. Sign Contractor shall provide ties that will leave no metal closer than 1 1/2" from face of exposed concrete surface, and, when removed, will leave holes not larger than 1" diameter in concrete surfaces.

Form release agent shall be colorless material, with maximum volatile organic compounds (VOCs) of 350 gm per liter; non-staining; which will not bond with or adversely affect concrete surfaces and which will be compatible with subsequent treatments of concrete surfaces.
6. Fabricate formwork to prevent leakage of cement paste during concrete placement. Solidly butt joints and provide back-up material at joints. Minimize joints. Provide removable panels at bottom of column, pier, wall, and other forms where necessary to facilitate cleaning and inspection. Fabricate forms for easy removal without hammering or prying against concrete surfaces.

7. Install forms in accordance with ACI 301, except for more stringent requirements of specifications or the formwork design engineer. Brace formwork to ensure stability.
8. Irregularities in formed surfaces shall conform to requirements of ACI 347, as follows:
 - a. Class A: For concrete surfaces exposed to view.
 - b. Class C: For other concrete surfaces
9. Sign Contractor shall provide formed concrete, and concrete slab edges that are maximum $\pm 1/2"$ from designated design plane in any location.
10. Application of form release agent shall be applied in accordance with manufacturer's instructions. Apply prior to placing reinforcing steel, anchoring devices, and embedded items. Do not apply where concrete surfaces are scheduled to receive finishes which may be affected by agent. Soak surfaces of untreated forms with clean water. Keep surfaces wet prior to placing concrete.
11. Inserts, embedded items, and openings shall be provided with formed openings where required for work embedded in or passing through concrete.
12. Coordinate work of other sign parts in forming and setting openings, slots, recesses, chases, sleeves, bolts, anchors, and other inserts.
13. Adjustments to formwork shall be checked before placing reinforcements and continuously during concrete placement to verify that work will be within specified tolerances. Conform to requirements of ACI 347. Correct excessive settlement or distortion of forms during concrete placement. Retighten forms during concrete placement if required to eliminate mortar leaks.
14. Form removal shall occur after concrete has sufficient strength to support its own weight and construction, design, or other loads which may be imposed upon it. Remove formwork that does not support loads when the following conditions are met:
15. Concrete has cumulatively cured at not less than 10°C (50°F) for 24 hours. Concrete is sufficiently hard that form removal will not damage it. Curing and protection operations are maintained. Remove formwork supporting loads when concrete has attained stripping strength specified by formwork designer. Do not remove formwork until slab finishing tolerances have been

measured. Remove formwork progressively so no unbalanced loads are imposed on structure. Do not damage concrete surfaces during form removal.

16. Clean forms to remove foreign matter as erection proceeds. Use compressed air to remove foreign matter. Ensure that water and debris drain to exterior through clean-out ports. During cold weather, remove ice and snow from forms. Do not use deicing salts. Do not use water to clean out completed forms unless formwork and construction proceed within heated enclosure.

G. Pin Mounts

1. Pin mounts shall be fabricated from threaded studs permanently fixed to the component to be mounted. All studs shall be square to the face of the component.
2. Epoxied or welded studs shall be fabricated with no distortion or discoloration of the face of the component or any other exposed surfaces.
3. Holes drilled into plastic or wood cut component shall be fabricated with no distortion or other visible effect on face or other exposed surfaces.
4. There shall be a minimum of four studs on plaques, two studs on individual typographic characters and one stud on punctuation marks.
5. Silicone adhesive shall be used to install pin mounts in walls or other supporting surfaces. Receiving hole shall be of sufficient size to allow positioning, and shall have clean edges and neat appearance.
6. Support components with foam tape or other mechanical means that does not damage surrounding surfaces, until permanent adhesives are set.

H. Adhesives and Tapes

1. Adhesives required in fabrication and installation shall be compatible with the materials to be laminated or adhered.
2. Adhesives shall be used in accordance with the recommendations of the manufacturer of the adhesives and the material to be laminated or adhered.
3. Surfaces on which adhesives are to be applied shall be smooth, clean and free of dust, dirt, grease, fingerprints or other foreign matter.

4. Adhesives shall be guaranteed not to deteriorate, discolor, delaminate or fail in adhesion for any reason including exposure to heat, sunlight, weathering or other environmental conditions.
5. Adhesives shall not change the color of, or in any way deteriorate, the materials to which they are being applied.
6. Visible joints shall be even and free from air bubbles and other defects.
7. Adhesive Tapes
 - a. VHB mounting tapes for permanent installation shall be premium quality double-coated acrylic tape such as manufactured by 3M (VHB Tape) or approved equal. Urethane foam tapes will not be allowed.
 - b. Unless otherwise indicated, when used for permanent installation, adhesive mounting tape shall be 1/2" wide and 1/16" thick. Coverage shall be at least one continuous strip of tape at four inch intervals. No tape shall be closer than 1/4" from the edge of any component.
8. Construction Adhesives
 - a. Silicone adhesives shall be clear, ready-to-use, high performance, premium quality materials, such as manufactured by General Electric (GE 1200), or approved equal.
 - b. Epoxy adhesives shall be two-component, thermal-setting, premium quality materials such as manufactured by Devcon (Two-Ton Epoxy), or approved equal.

I. Vinyl

1. Non-reflective film: Provide opaque, non-reflective vinyl film with repositionable adhesive backing. Use positionable and pressure activated adhesive. Apply adhesive only when minimum application temperature is 40°F (4°C), and maximum application temperature is 100°F (38°C). Provide film with a seven (7) year exposure life, when applied in accordance with manufacturers recommended procedures.
 - a. Thickness: 0.003 inch – 0.004 inch
 - b. Tensile strength: 5 lbs./in. at 73°F
 - c. Dimensional stability: 1/64 inch
 - d. Temperature Range: -40°F to +200°F

- e. Resistance: no effect at -73°F and 40°F
 - f. Adhesion to etched aluminum: 7.0 lbs./in.
2. Vinyl Film: Provide opaque non-reflective vinyl film, 0.0035 inch minimum thickness, with pressure sensitive adhesive backing, suitable for exterior as well as interior applications.

2.3 FINISHES

A. Paint

1. Paint systems indicated on drawings are for color match reference purposes only.
 - a. Paint Manufacturer: Matthews Paint Company
 - b. Paint Manufacturer: Akzo Nobel Sign Finishes
2. All paints shall be tinted to be an exact match to the colors as specified in the Finish Schedule when viewed in their final application.
3. All paints are to be exterior grade and to conform to Warranty requirements stated herein.
4. Paints shall be clearly identified on all shop drawings and finish samples submitted for review and approval.
5. All colors shall be exactly reproduced as specified and shall match final accepted samples.
6. Use semi-matte, satin "eggshell" finish unless otherwise indicated.
7. All surfaces are to be dry prior to the application of any primers, paints, or finish coats.
8. Prime coats or other surface pre-treatments, where recommended by the manufacturer of the paint, shall be included in the work.
9. All paint shall be applied using a high pressure spray in dust-free conditions and shall be allowed to dry or cure properly before being moved.
10. Painted surfaces and other applied finishes shall have a smooth, even finish and be free of imperfections and defects including but not limited to: marks, scratches, embedded dirt, wave patterns, pitting, orange peeling, or other irregularities.

11. All paint specified for use in this project, including background color or lettering and graphics color, shall be compatible with the materials to which it is applied. It shall be guaranteed to not cause discoloration, deterioration or de-lamination for any reason, including exposure to heat, sunlight, weathering or other environmental conditions.

B. Coatings

1. All exposed surfaces shall receive a graffiti protectant clear coating.
 - a. Acrylic Polyurethane Satin Finish Clearcoat
 - b. Graffiti Protection Top Coat

C. Integral Material Finishes

1. For exposed sign material that requires selection of materials with integral or factory applied colors, surface textures or other characteristics related to appearance, provide color matches indicated, or if not indicated, provide manufacturer's full range of finishes for selection by the Designer.

2.4 GRAPHICS AND PROCESSES

A. Typefaces

1. Sign Contractor is responsible for purchasing specified typefaces. The typefaces for all signs are to be Knockout No. 31 Junior Middleweight, by Hoeftler & Company, as specified in the Contract Documents.

B. Typesetting

1. The layout of the copy on the drawings and the wording indicated in the message schedule is based on scale calculations within given and estimated areas. Should any conflict arise in the final copy layout, notify the Designer before proceeding. In no event shall letter proportion, size, number of lines of copy or specified letter, word and/or line spacing be modified to get copy to fit.

C. Silkscreening

1. General
 - a. Silk screens shall be made using photographic film positives. Hand-cut positives may not be used except in exceptional circumstances and only

with the Designer's prior approval in writing. If hand-cut positives are allowed, they shall be of equivalent quality to photographic film.

- b. Ink finish shall be non-glare, 'eggshell' or semi-matte, unless otherwise specified.

2. Sub Surface

- a. Subsurface silk screening shall consist of a reverse (flopped) image screened onto the back surface of specified materials with compatible paints or inks. When the screened image is dry the entire surface shall be back painted with the specified background color.
- b. Use reverse silk-screen process to print copy; overspray the copy with an opaque background color coating.
- c. Use DuPont "Chromalin" heat and pressure-laminated photo polymer film system to form copy and background color.

D. Artwork

- 1. The Construction Documents include specifications for graphic components (i.e. type, symbols, maps, diagrams, etc.). Sign Contractor shall create and supply Artwork and Mechanicals necessary to complete the work, except where noted in Contract Documents.
- 2. The Construction Documents contain no-reproducible quality copies of reproducible art held by the Designer. Before commencing fabrication, request reproducible quality Artwork from the Designer. Do not use non-reproducible copies as reproducible Artwork. Use Electronic Artwork provided by the Designer.

E. Direct Embedded Coating

- 1. Product as provided by Direct Embed Coating Systems
6 Morris St., Paterson, NJ 07501
- 2. The process embeds a full-color high-resolution image deep into and throughout a super durable powder coated layer. The image is embedded inside the powder and flows seamlessly over edges and corners.
- 3. It is not a film or a laminate.
- 4. There are no visible corners and no delamination.

5. The product substrate selected shall be able to withstand the 350 degree F (177 degree C) temperature of the powder coating oven. This includes and is not limited to aluminum, steel, glass, MDF, ceramic and high temperature plastics.
 6. Coating shall be super durable polyurethane powder coated finish that is resistant to abrasion, humidity and corrosion. It shall be anti-graffiti, scratch resistant and non-combustible. The coating process shall be applicable for exterior application, with a coating capable of withstanding high traffic and extreme weather.
 7. Substrate Material: As indicated on the Drawings for Sign Type K1.
 8. Finish: Satin.
- F. Dimensional Letters
1. Letters and Numbers: Waterjet-cut letters/numbers. Comply with requirements indicated for finish, style, and size.
 2. Cutout Characters: Provide characters with square-cut, smooth, eased edges of materials and thickness indicated for each type.
 3. Material: Aluminum, as indicated on drawings.
- G. Die-Cut Vinyl Letters
1. Material: Vinyl film with pressure-sensitive adhesive backing. Apply copy to the exposed face of the sign panel or other surface as specifically noted.

PART 3 – EXECUTION

3.1 GENERAL INSTRUCTIONS

- A. It shall be assumed that the Sign Contractor has inspected the site and is aware of all site and operational conditions affecting the fabrication and installation of the work. No extra charges shall be claimed or allowed due to a failure of the Sign Contractor from making such inspections.
- B. Failure to request clarification of any inadequacy, omission, or conflict will not relieve the Sign Contractor of responsibility.
- C. All work shall be performed in accordance with the written schedule agreed on by Owner, Sign Contractor, Designer and Sign Installer. In any case where work cannot be completed on schedule, the Sign Contractor shall supply temporary signs at no additional expense to the Owner.

3.2 FABRICATION

- A. Confer with the Designer regarding all critical items before fabrication, and advise the Designer of any significant discrepancies in field measurements or operational difficulties prior to fabrication. Obtain the Designer's written approval for any resulting deviations from the specifications and/or drawings that may become necessary.
- B. All submissions shall be reviewed and have received final approval by Designer, in addition to stamped engineering drawings where required, prior to fabrication of project sign requirements.
- C. Sign Contractor is responsible for verifying all field conditions and dimensions prior to fabrication and installation. Should Sign Contractor find any discrepancies they shall notify the Designer at once, to await clarification, prior to proceeding.
- D. All work shall be constructed as complete systems, including all stiffeners, fasteners, welding, sealants, jointing, miscellaneous pieces and material thicknesses, etc.
- E. Unless otherwise shown on the Contract Documents, all members shall be continuous lengths without seams. Work shall be formed to profiles indicated on the Contract Documents.

- F. Where material lengths require joints, all joints shall be flush. Similar materials at joints shall be either bonded or welded together, or shall be lap jointed to provide for expansion. All joints to be light proof.
- G. Preassemble signs in the shop to the greatest extent possible to minimize field assembly. Disassemble signs only as necessary for shipping and handling limitations. Clearly mark units for reassembly and installation, in a location not exposed to view after final assembly. All work "broken down" shall be erected so that all parts fit accurately with hairline joints.
- H. Work shall be performed by competent workmen and shall be of the best quality, free from defects impairing strength, durability and appearance. All items shall be made of new materials and be uniform in detail design and finish.
- I. Methods of fabrication, joining, finishing and installation of all components and work shall be according to the manufacturer's instructions for the use of any products, materials, fittings and equipment used in their construction.
- J. All details of construction are to be engineered with appropriate strength materials and finished to withstand the potential rigors of their installed locations.

3.3 PERMITS

- A. Sign Contractor shall obtain all permits required by Local Authorities for installation of signs, as required pending coordination with Owner.

3.4 INSTALLATION

- A. Install the work in a well organized and timely manner. Whenever possible, the work shall be installed as one continuous activity. The installation process shall be coordinated to accommodate the needs of both the Owner and Designer.
- B. Coordinate all scheduling and installation procedures with the Owner, Designer, General Contractor and others to avoid delays or additional costs.
- C. Inform the Designer, at least two weeks in advance, of any intended installation and arrange, at the Designer's convenience to have all patterns in place, and initial signs of each type ready for installation and approval by the Designer on site before proceeding with the rest of the installation. It is important that such approval processes be organized efficiently so that approvals can take place in a timely manner.
- D. Prepare all encountered surfaces as required to receive signage.

Purchase College

- E. Install all signs at the locations and heights specified in the Contract Documents.
 - 1. Mount signs at projection distance from wall surface indicated.
 - 2. All signs shall be installed level and plumb and parallel to the surface upon which they are mounted, unless otherwise specified.
 - 3. Use mounting methods of the type described and in compliance with the manufacturer's instructions.
 - 4. For signs installed at exterior locations, include all elements recommended by manufacturers and good practice to insure weatherproofing for internal and external parts and materials.
- F. Where appropriate, notify Designer in writing of any visual or physical conflicts. Neither the Owner nor the Designer will be responsible for oral instructions.
- G. Follow recommendations and instructions for installation as provided by component manufacturers. Notify the Designer in writing if such installation will not provide permanent, rigid installation within site conditions.
- H. Dimensional Characters: Mount characters using fastening methods to comply with approved shop drawings and/or as required by character form, wall construction, and condition of exposure. Provide heavy paper template pattern to establish character spacing and to locate holes for fasteners.
- I. Wall-Mounted Panel Signs: Attach panel signs to wall surfaces using the methods indicated below:
 - 1. Vinyl-Tape Mounting: Use double-sided foam tape to mount signs to smooth, nonporous surfaces. Do not use this method for vinyl-covered or rough surfaces.
 - a. Adhesive foam mounting tape shall be 1/2" wide and 1/16" thick. Coverage shall be at least one continuous strip of tape at four inch intervals. No tape shall be closer than 1/2" from the edge of any component
 - 2. Silicone-Adhesive Mounting: Use liquid silicone adhesive recommended by the sign manufacturer to attach sign units to irregular, porous, or vinyl-covered surfaces. Use double-sided vinyl tape where recommended by the sign manufacturer to hold the sign in place until the adhesive has fully cured.

- 3. Shim Plate Mounting: Provide concealed aluminum shim, at all locations where indicated on Drawings. Attach the plate with fasteners and anchors suitable for secure attachment to the substrate. Attach panel sign units to the plate using the method specified above.
- J. Signs mounted on glass: Provide matching opaque plate on opposite side of glass. Fully conceal all mounting materials.
- K. Bracket-Mounted Signs: Provide brackets, fittings, and hardware for mounting signs that project at right angles from walls and ceilings to comply with approved shop drawings and/or as required by wall construction and condition of exposure. Attach brackets and fittings securely to walls and ceilings with concealed fasteners and anchoring devices to comply with manufacturer's written instructions.
- L. No installation procedures or materials shall be used that will in any way change the visual quality or in any manner have an adverse effect on adjacent materials and surfaces.
- M. Protect all adjacent surfaces from damage during installation. Restore or replace any damaged surfaces to original condition and appearance.

3.5 CLEANING AND PROTECTION

- A. All work shall be provided with suitable protective coverings during shipment and installation. Remove and replace protective coating for inspection when requested. Final removal of protective coatings shall take place only when there is no danger of damage from further work, and all protective coatings shall be removed simultaneously from similarly finished items to prevent uneven oxidation or discoloration.
- B. Remove packing and construction materials from the site. Leave premises broom clean and ready for work under other contracts or ready for use. Vacuum any carpets and spot clean where if necessary.
- C. At completion of the installation, clean soiled sign surfaces in accordance with the manufacturer's instructions. Exposed surfaces of all work shall be left clean and free of glue, fingerprints, dirt, grease, dust or any other imperfections.
- D. Protect units from damage until acceptance by the Owner.
- E. Names, stamps and decals of manufacturers, installers or maintainers of signs shall not be visible in the finish work.

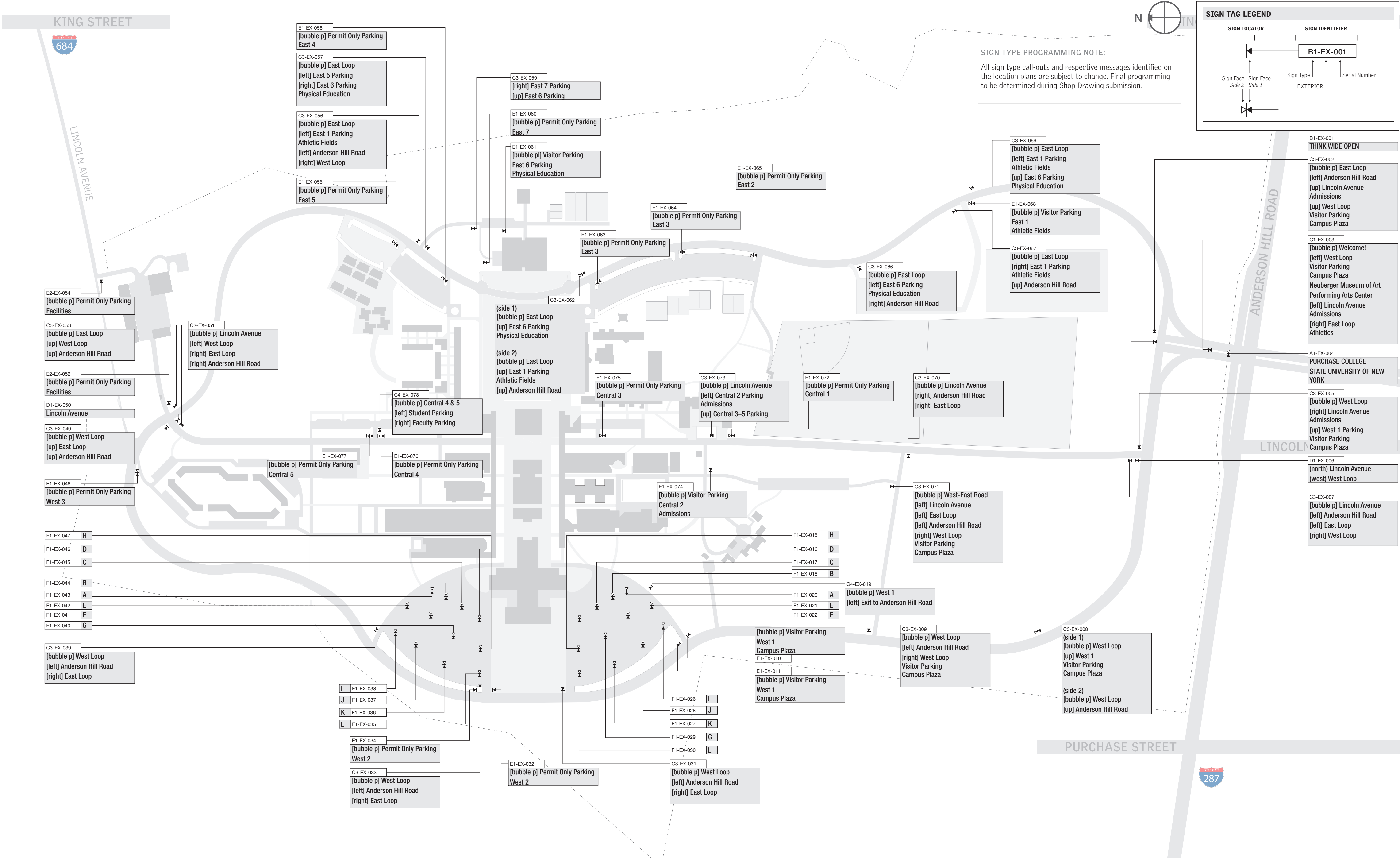
3.6 INSPECTION AND PUNCHLIST

- A. Provide access to the Designer to inspect all work in progress at the site of fabrication and/or installation.
- B. Inspection and approval of all fabricated and assembled work may take place prior to delivery to the site and installation. This expectation may be requested by the Owner prior to submission of Shop Drawings.
- C. Final Punch List will be conducted by Owner and Designer.

3.7 CLOSE OUT SUBMISSIONS

- A. Maintenance Manual: Sign Contractor shall turn over to Owner all operating and maintenance data, warranties, and bonds, spare parts, and maintenance materials as applicable.
- B. Record Drawings: Provide the following
 - 1. One (1) digital copy of As-Built shop drawings, including Graphic Layouts, no larger than 11 x 17. Drawings are to include all final notes, dimensions and drawing.
 - 2. One (1) digital copy of final Sign Location Plans
 - 3. One (1) Record Set of Specifications including addenda and contract modifications.
 - 4. One (1) Record set Product Data, insert into maintenance manual when required as part of operations and maintenance.
- C. Paper Insert Signs: Provide electronic templates for future production of all paper insert layouts in electronic software format as determined by end user.
- D. Attic Stock: As Indicated in Part 1.

END OF SECTION



212

TWO TWELVE

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212 254/6670 T
212 254/6614 F

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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

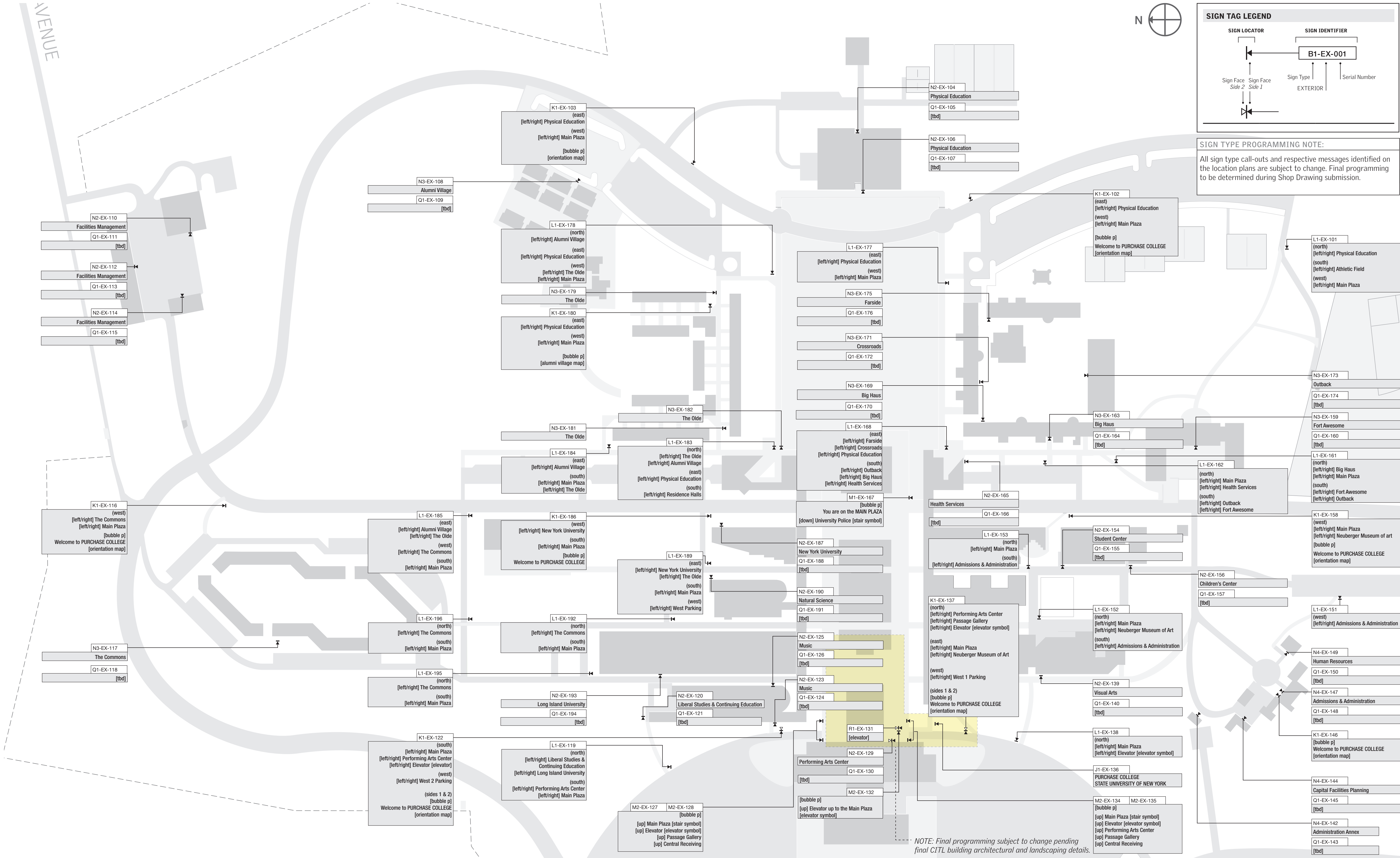
Purchase College
Wayfinding Master Plan

Drawing Title

Vehicular Program
Campus

Drawing No.

LP.1



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No.	Revisions
-----	-----------

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

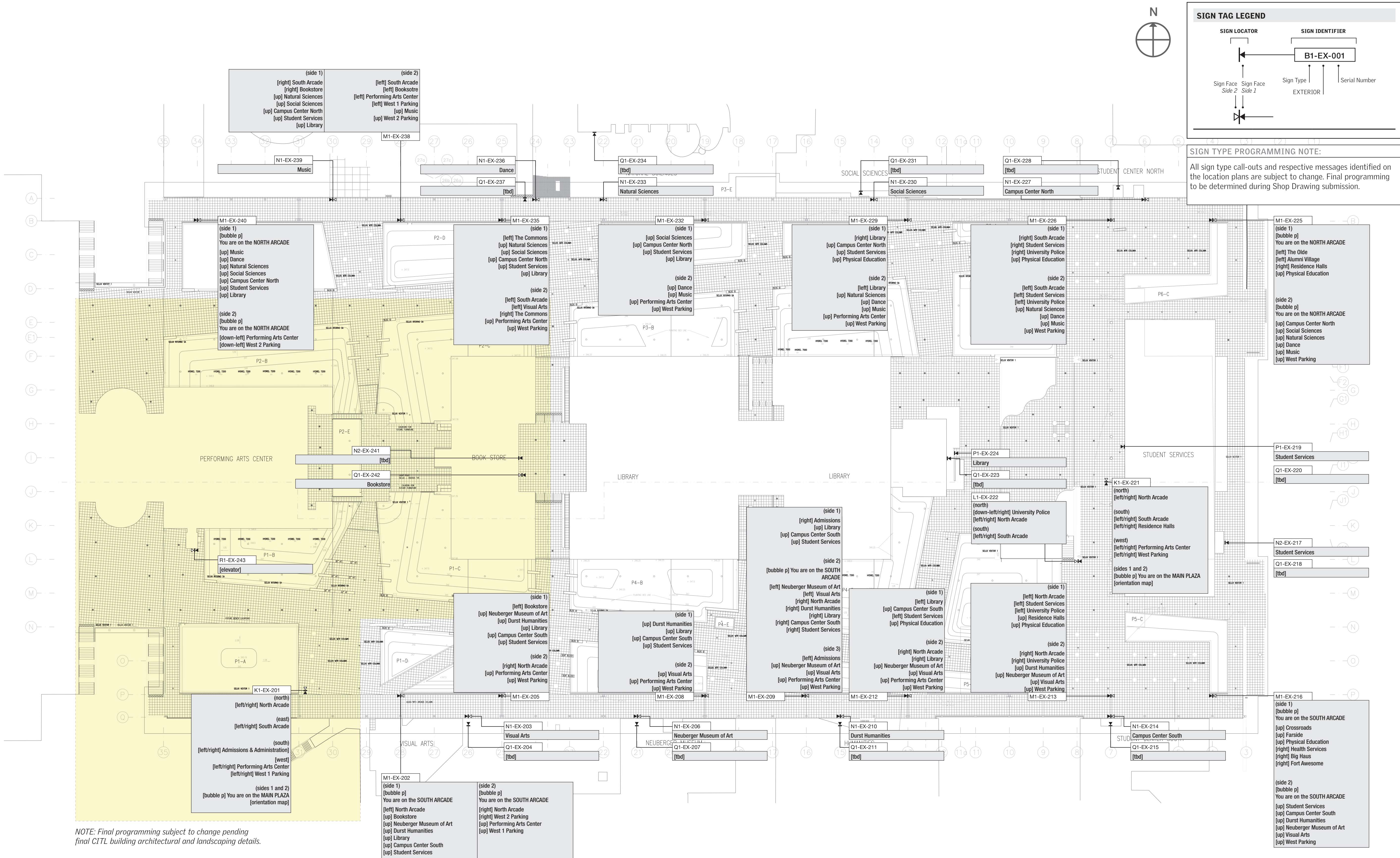
Purchase College
Wayfinding Master Plan

Drawing Title

Pedestrian Program
Campus

Drawing No.

LP.2



NOTE: Final programming subject to change pending final CITL building architectural and landscaping details.

SIGN TAG LEGEND

SIGN LOCATOR

Sign Face
Side 2

Sign Face
Side 1

SIGN IDENTIFIER

B1-EX-001

Sign Type
EXTERIOR

Serial Number

SIGN TYPE PROGRAMMING NOTE:

All sign type call-outs and respective messages identified on the location plans are subject to change. Final programming to be determined during Shop Drawing submission.

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No.	Revisions
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Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

Purchase College

Wayfinding Master Plan

Drawing Title

Pedestrian Program

Main Plaza

Drawing No.

Purchase College Wayfinding Master Plan

100% Construction Intent Document

SUNY_PUR-008 | 2015 February 19

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K1Pedestrian DirectoryCID.22

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Q1Building Entrance InformationCID.36

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Location Plans

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03Main PlazaLP.03

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Date 19 February 2015

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Phase 100% CID

Project Title

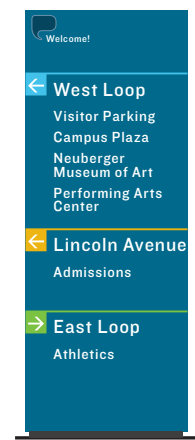
Purchase College Wayfinding Master Plan

Drawing Title

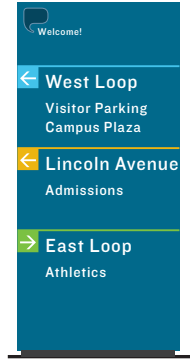
Table of Contents

Drawing No.

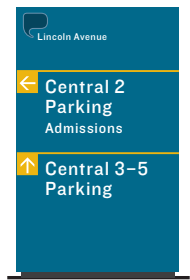
Sign Type Family Overview



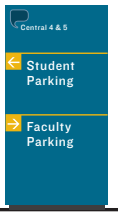
C1 - Vehicular Directional, Campus Entrance
Scale: 3/16" = 1'-0"




C2 - Vehicular Directional, Primary
Scale: 3/16" = 1'-0"



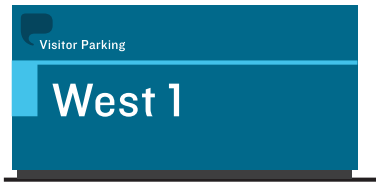
C3 - Vehicular Directional, Secondary
Scale: 3/16" = 1'-0"



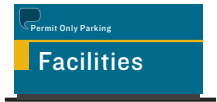
C4 - Vehicular Directional, Tertiary
Scale: 3/16" = 1'-0"



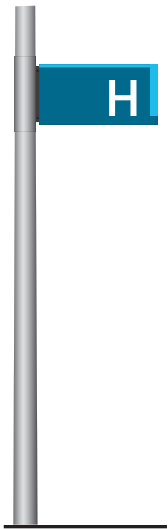
D1 - Roadway ID
Scale: 3/16" = 1'-0"




E1 - Parking Lot ID
Scale: 3/16" = 1'-0"



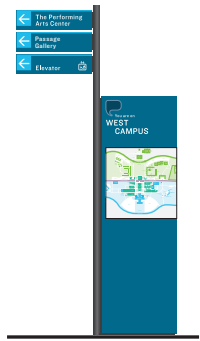
E2 - Parking Lot ID
Scale: 3/16" = 1'-0"



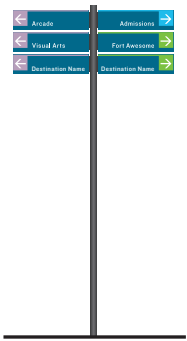
F1 - Parking Aisle ID
Scale: 3/16" = 1'-0"



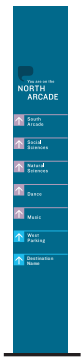
G1 - Vehicular Regulatory
Scale: 3/16" = 1'-0"




K1 - Pedestrian Directory
Scale: 3/16" = 1'-0"




L1 - Pedestrian Directional, Freestanding
Scale: 3/16" = 1'-0"




M1 - Pedestrian Directional, Column Mounted
Scale: 3/16" = 1'-0"



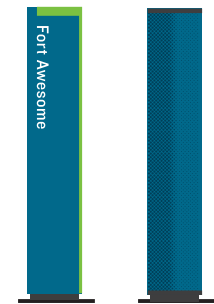
M2 - Pedestrian Directional, Wall Mounted
Scale: 3/16" = 1'-0"




N1 - Building ID, Column Mounted
Scale: 3/16" = 1'-0"




N2 - Building ID, Freestanding
Scale: 3/16" = 1'-0"



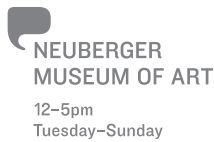
N3 - Residence ID
Scale: 3/16" = 1'-0"




N4 - Building ID, Heritage
Scale: 3/16" = 1'-0"




P1 - Building ID, Pin Letters
Scale: 1/2" = 1'-0"




Q1 - Building Entrance Information
Scale: 1/2" = 1'-0"



R1 - Elevator Flag ID
Scale: 1/2" = 1'-0"



S1 - Pedestrian Regulatory, Freestanding
Scale: 3/16" = 1'-0"



T1 - Pedestrian Regulatory, Wall Mounted
Scale: 1/2" = 1'-0"

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No.	Revisions
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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title

Purchase College
Wayfinding Master Plan

Drawing Title

Sign Type Family Overview

Drawing No.

CID.03

Sign Type Family Overview - Not in Scope



A1 - Campus ID
Scale: 1/8" = 1'-0"



B1 - Arrival Marker
Scale: 1/8" = 1'-0"



J1 - Pedestrian Gateway
Scale: NTS

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No.	Revisions
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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title

Purchase College
Wayfinding Master Plan

Drawing Title

Sign Type Family Overview
Not In Scope

Drawing No.

CID.04

Typography

T1 - Hoefler & Co. Knockout Junior Middle Weight

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

a b c d e f g h i j k l m n o p q r s t u v w x y z

1 2 3 4 5 6 7 8 9 0

Do not use this numeral. Where required, replace with symbol "Number 1" as noted on CID.06.

Typographic Requirements

CODE	TYPEFACE / SPECIFICATION	KERNING	SIGN TYPES
T1	Knockout, Junior Middle Weight Text - Upper Case	+80	A1, B1, J1
	Knockout, Junior Middle Weight Text - Upper Case	+25	K1, M1, M2, Q1
	Knockout, Junior Middle Weight Text - Title Case	+25	C1, C2, C3, D1, E1, E2, G1, K1, L1, M1, M2, N1, N2, N3, N4, P1, Q1, S1, T1
	Knockout, Junior Middle Weight Numbers	+25	Q1

NUMBER "1" NOTE
Please use Symbol "Number 1" for all instances where "1" is called out in the message schedule. See CID.05 for details.

GENERAL NOTE
Kerning/letter spacing of all typography is to match the examples in the Construction Intent Documents which were prepared in Adobe Illustrator CS6, Version 16.0.4, with "optical" kerning and the noted numeric value(s) in the kerning/letter spacing option(s). Sign Contractor shall compare their resulting kerning/letter spacing with the examples provided and adjust accordingly. Sign Contractor and/or other users are responsible for purchasing specified typefaces.

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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

Purchase College
Wayfinding Master Plan

Drawing Title

Typography

Drawing No.

CID.05

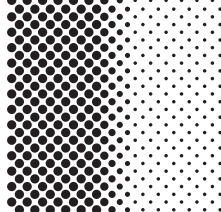
Symbols



Bubble-P



Number 1



Halftone Pattern



Elevator



Dog Walking



No Skateboarding



Accessible



Bus Drop Off



No Parking



No Smoking



Arrow Left



Arrow Right



Arrow Up

GENERAL NOTE

Electronic artwork for all symbols to be provided by Design Consultant/Owner to Sign Contractor prior to fabrication.



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No.	Revisions
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Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

Purchase College Wayfinding Master Plan

Drawing Title

Symbols

Drawing No.

CID.06

Finish Schedule

Finish Schedule

CODE	TO MATCH
PAINT	
F1	Akzo Nobel Colormap - 466G6 - Satin
F2	Matthews Paint - MP09133 - Process Cyan U - Satin
F3	Matthews Paint - MP02102 - Clark Yellow - Satin
F4	Akzo Nobel Colormap - 442C5 - Satin
F5	Akzo Nobel Colormap - 485A4 - Satin
F6	Akzo Nobel Colormap - 497F5 - Satin
F7	Akzo Nobel Colormap - 409D5 - Satin
F8	Akzo Nobel Colormap - 497F2 - Satin
F9	Akzo Nobel Colormap - 508A6 - Satin
F10	Akzo Nobel Colormap - 497G3 - Satin
F11	Akzo Nobel Colormap - 359A3 - Satin
OTHER	
F12	Thermally Embedded Image - Satin
F13	3M Scotchcal™ Translucent Graphic Film - White 3630-20

GENERAL NOTE
Painted surfaces to have Acrylic Polyurethane Satin Finish Clearcoat and Graffiti Protection Top Coat.
All exposed hardware to be tamper proof and painted to match adjacent surfaces unless indicated otherwise.

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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title

Purchase College
Wayfinding Master Plan

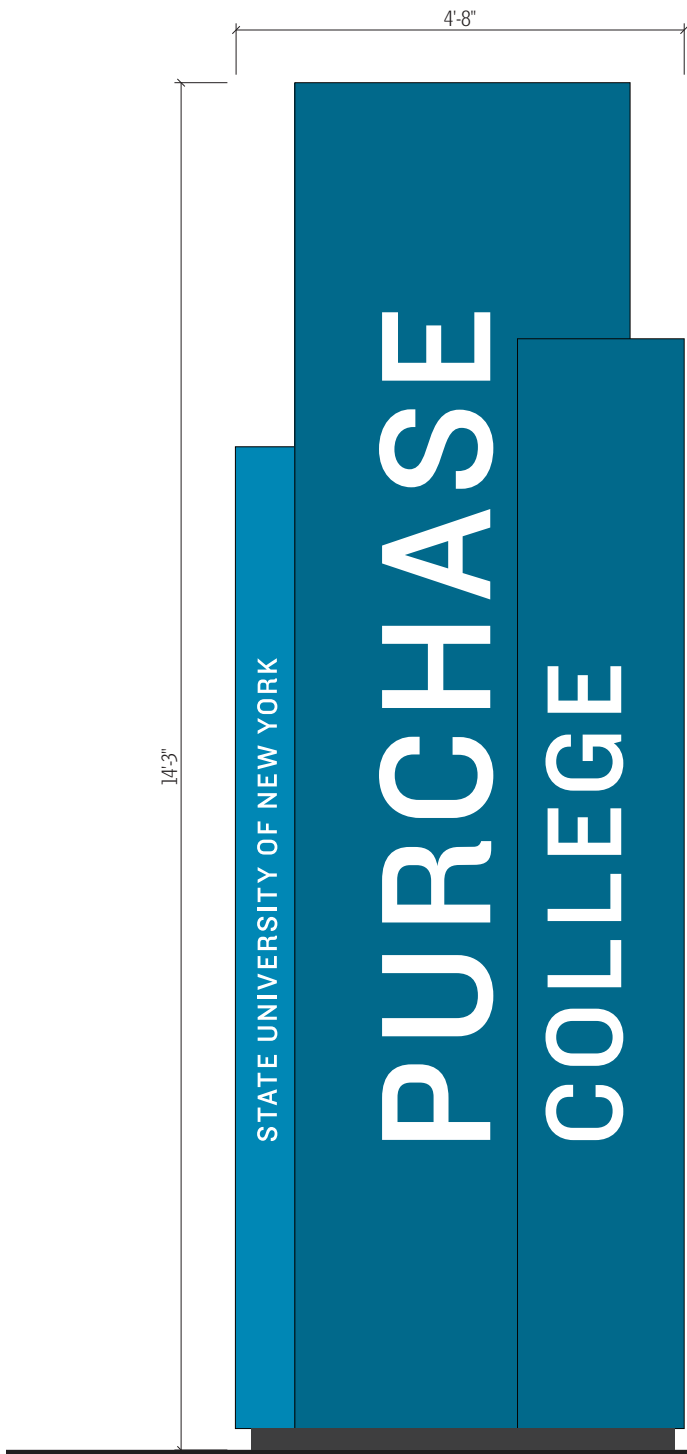
Drawing Title

Finish Schedule

Drawing No.

CID.07

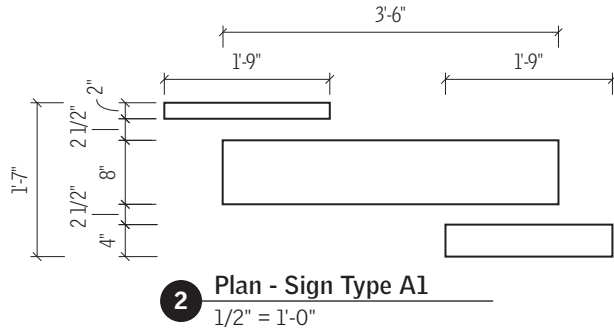
1 Graphic Layout - Sign Type A1
1/2" = 1'-0"



Two (2) painted and fabricated aluminum box construction primary pylons with internally-illuminated push-through letterforms spelling out PURCHASE COLLEGE.

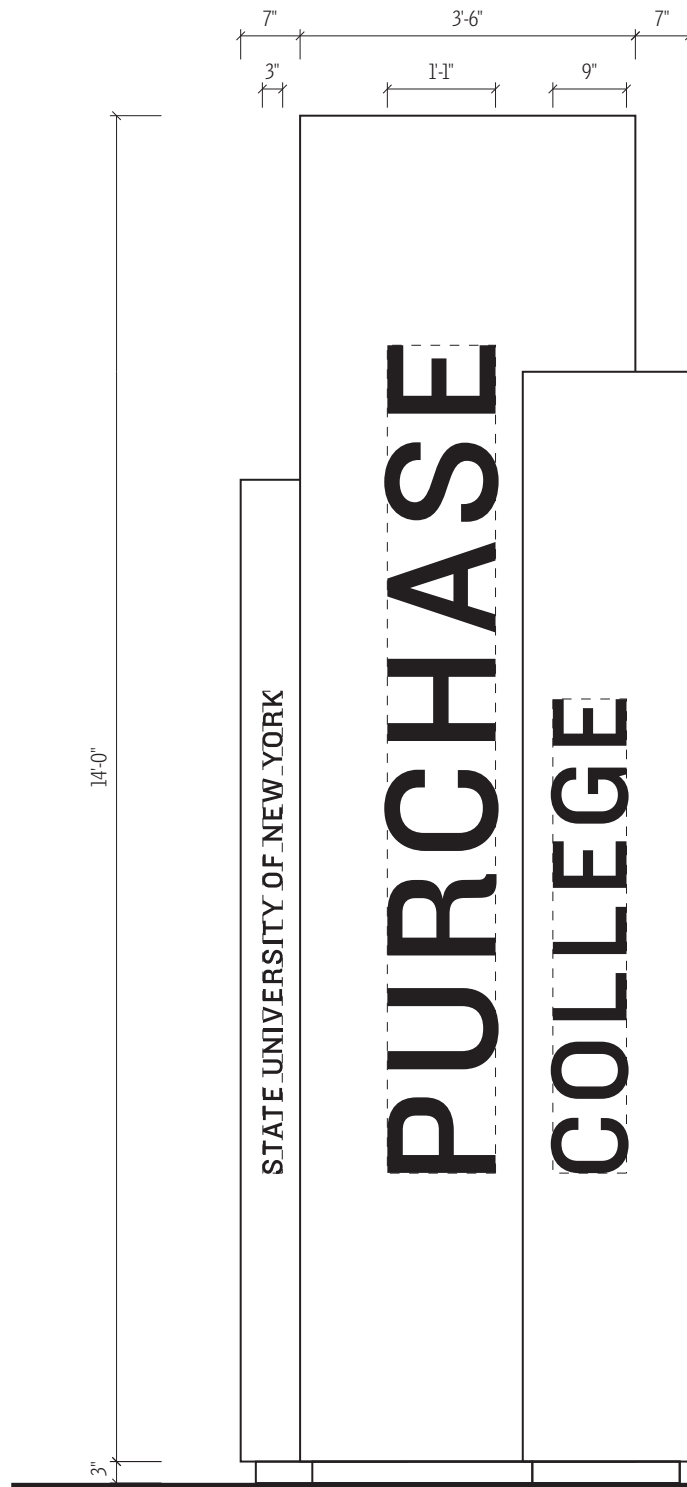
One (1) painted and fabricated aluminum box construction secondary pylon with applied painted waterjet-cut acrylic letters spelling out STATE UNIVERSITY OF NEW YORK. SUNY letterforms to be side-illuminated from rear fascia of the primary pylon.

Graphics to be on both faces (front and back) of pylons. Footing as required. QTY: (1) set.



2 Plan - Sign Type A1
1/2" = 1'-0"

3 Elevation - Sign Type A1
1/2" = 1'-0"



GENERAL NOTE
Final design and details to be determined with Client at later date.

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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title

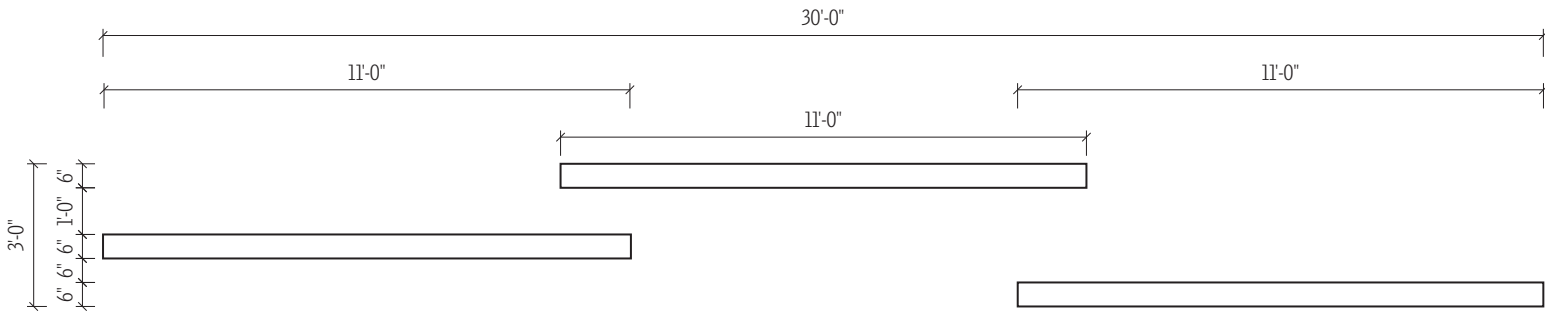
Purchase College
Wayfinding Master Plan

Drawing Title

Sign Type A1
Campus Identification

Drawing No.

CID.08



1 Plan - Sign Type B1
1/4" = 1'-0"

GENERAL NOTE

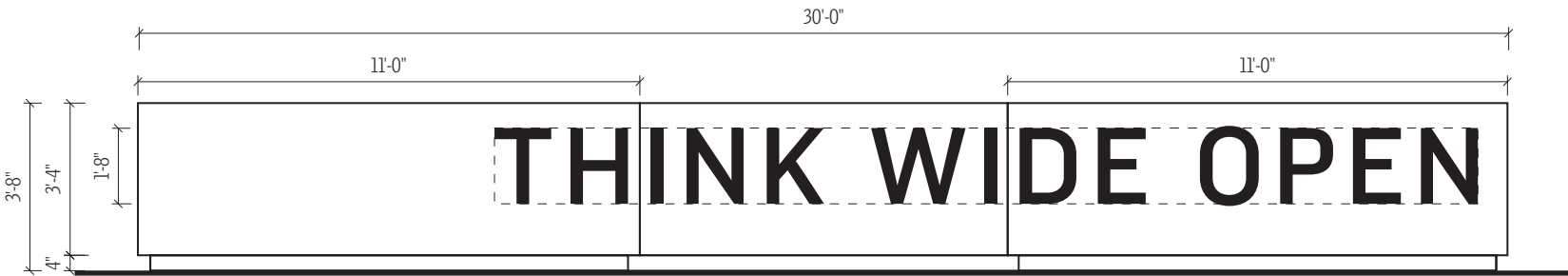
Final design and details to be determined with Client at later date.

Three (3) painted and fabricated aluminum pylon monoliths with cut-through letters and inset 2"TH waterjet-cut translucent dichroic letterforms

Footing as required.
QTY: (1) set



2 Graphic Layout - Sign Type B1
1/4" = 1'-0"



3 Elevation - Sign Type B1
1/4" = 1'-0"

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Project Title

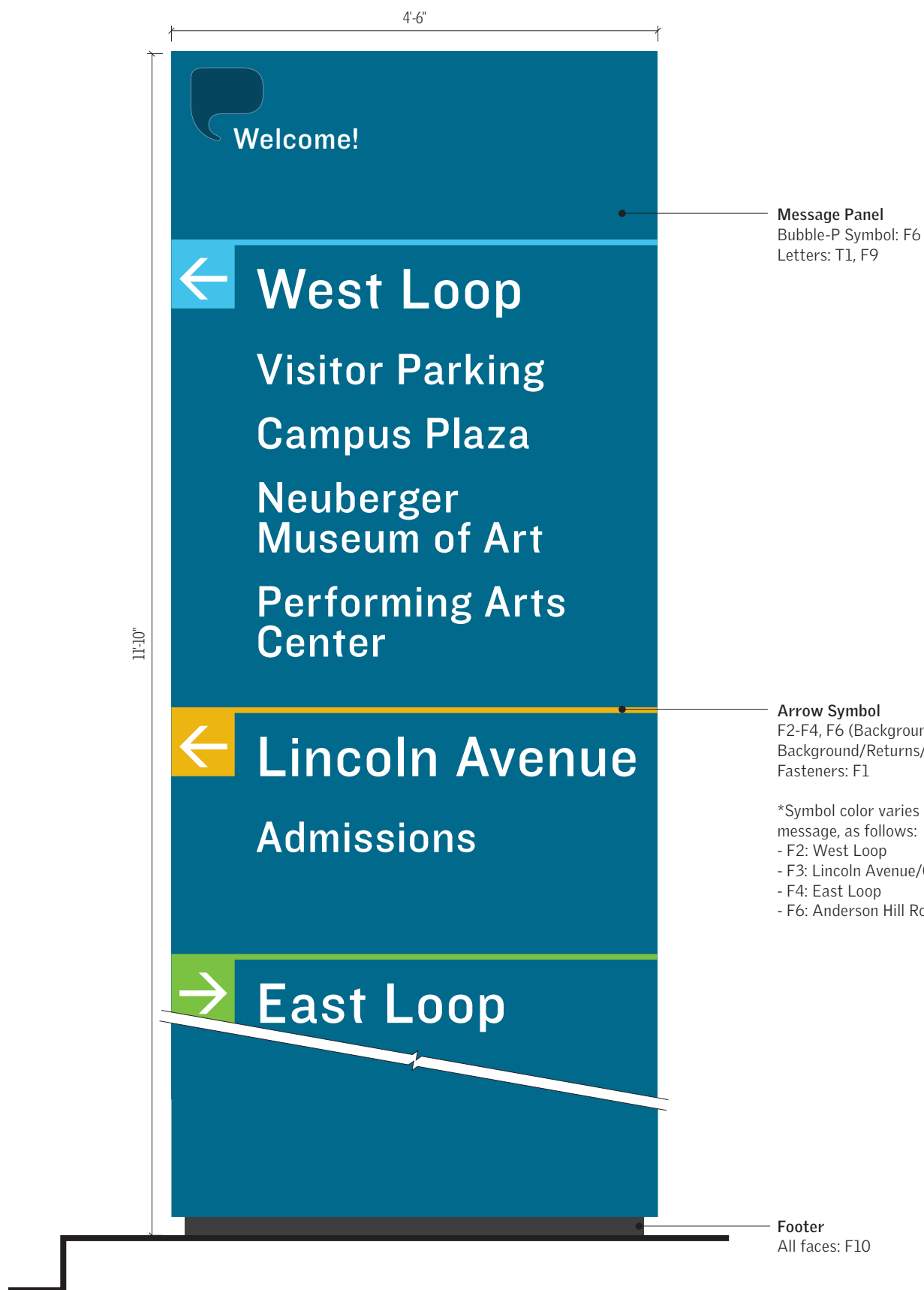
Purchase College
Wayfinding Master Plan

Drawing Title

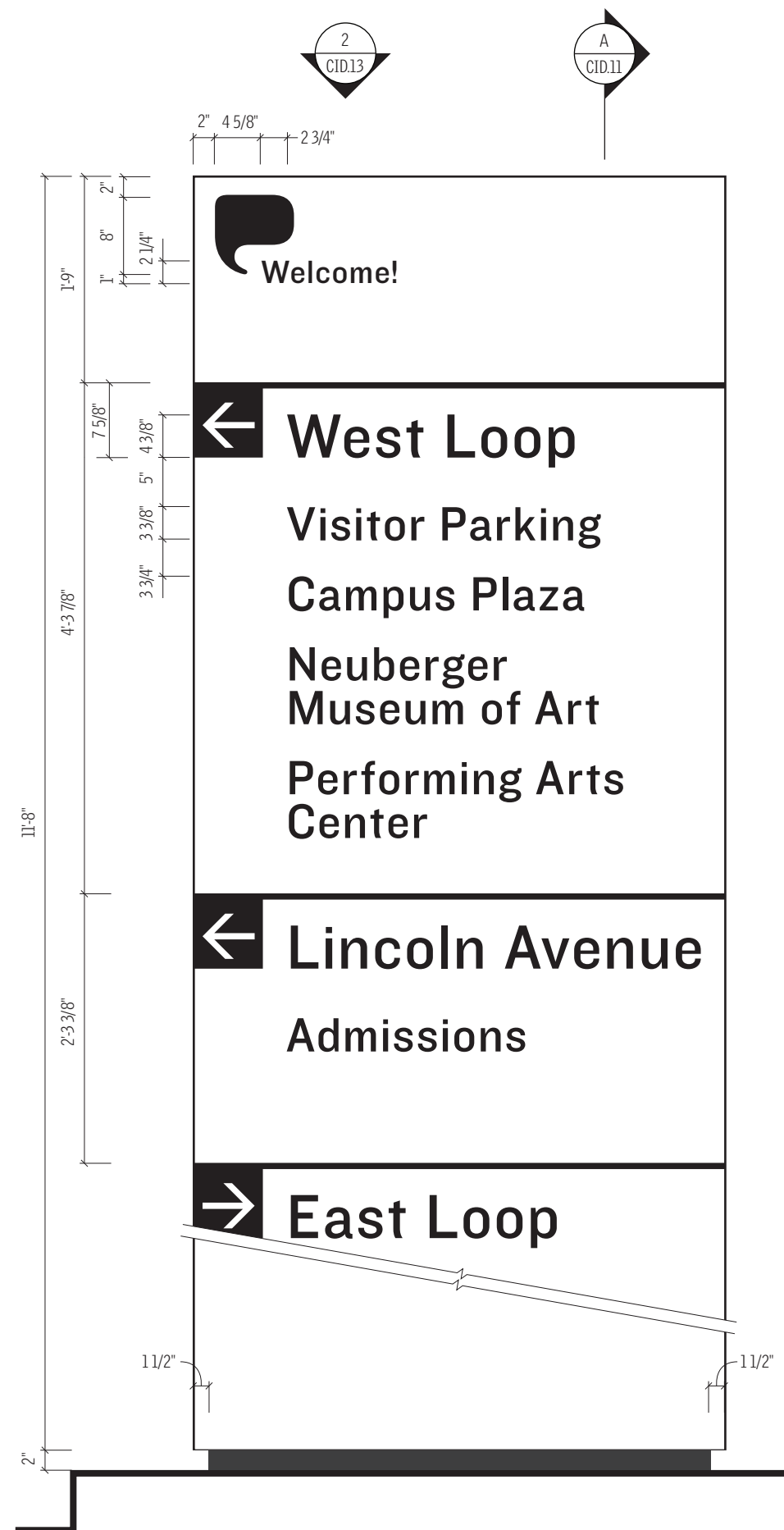
Sign Type B1
Arrival Marker

Drawing No.

CID.09



1 Graphic Layout - Sign Type C1
3/4" = 1'-0"



2 Elevation - Sign Type C1
3/4" = 1'-0"

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Project Title

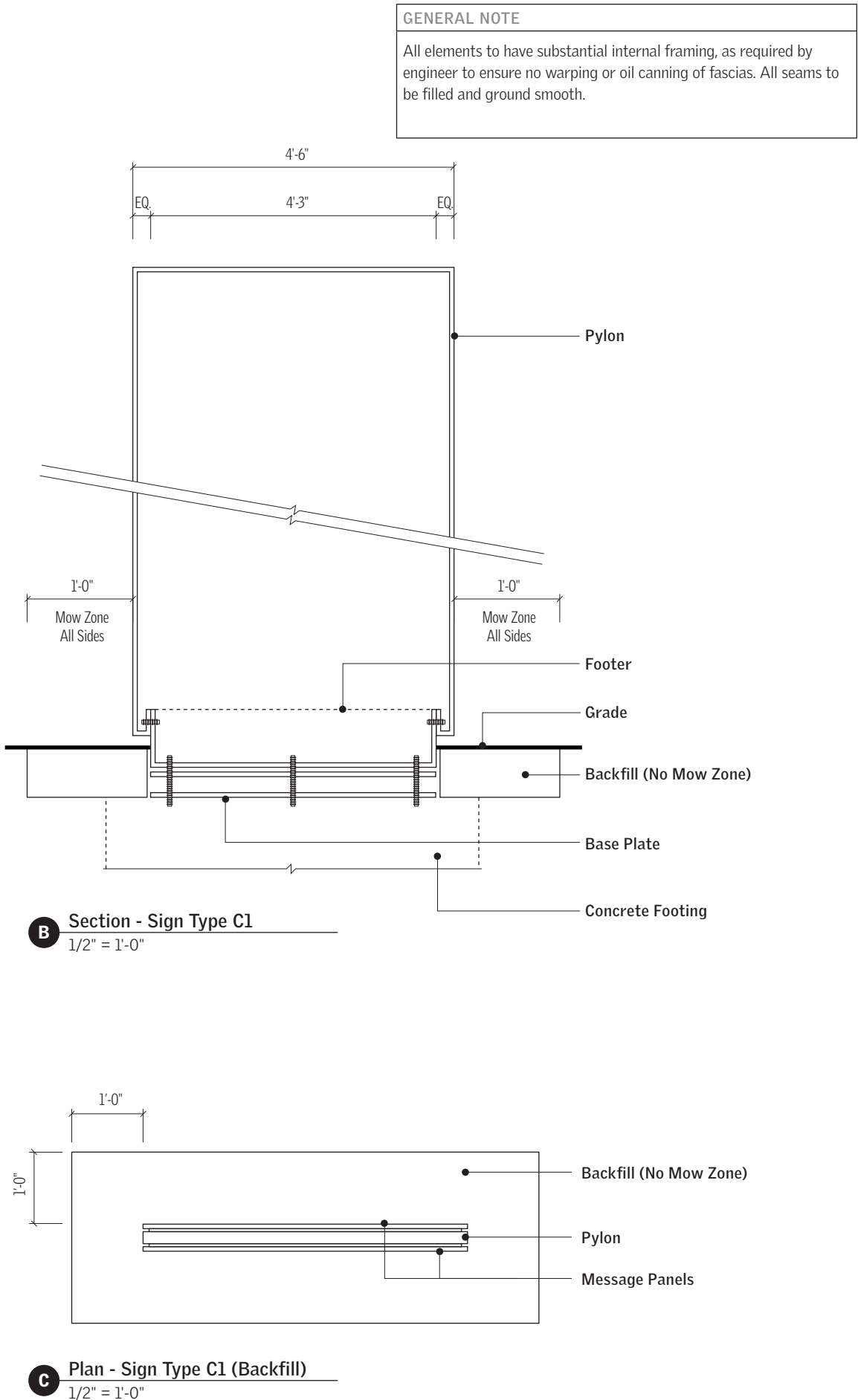
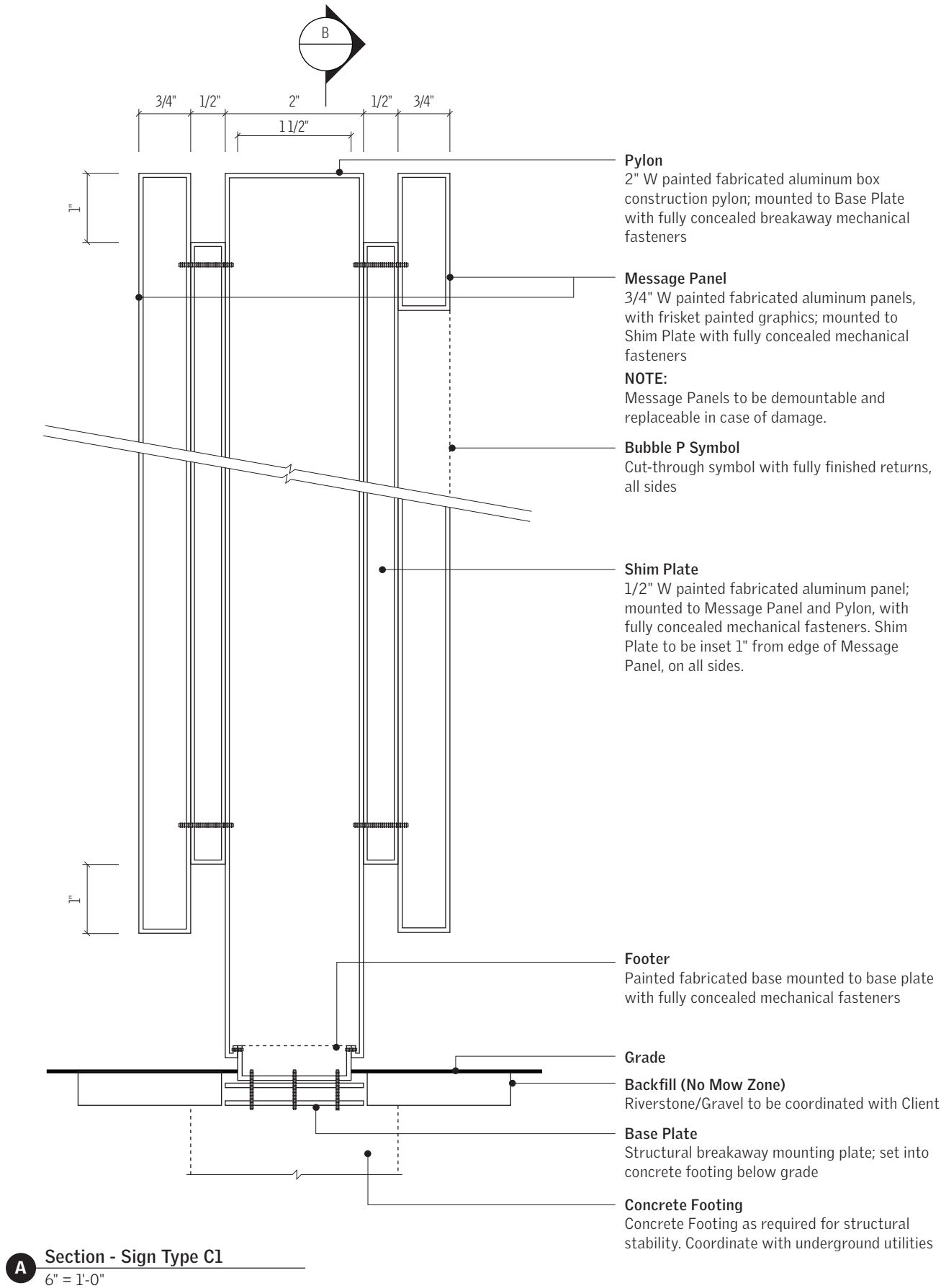
Purchase College
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Drawing Title

Sign Type C1
Vehicular Directional,
Campus Entrance

Drawing No.

CID.10



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Project No. SUNY_PUR-008

Phase 100% CID

Project Title

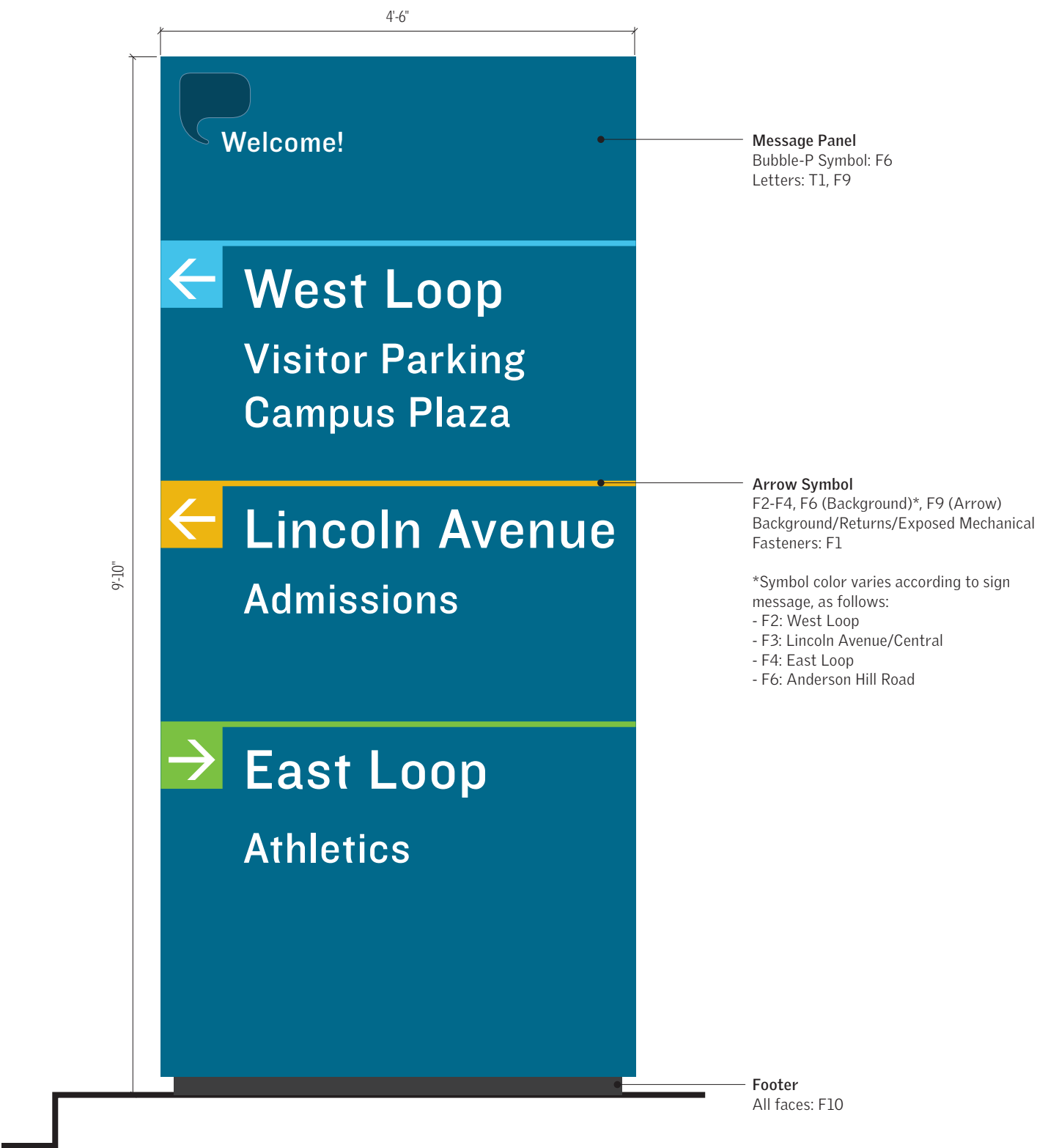
Purchase College
Wayfinding Master Plan

Drawing Title

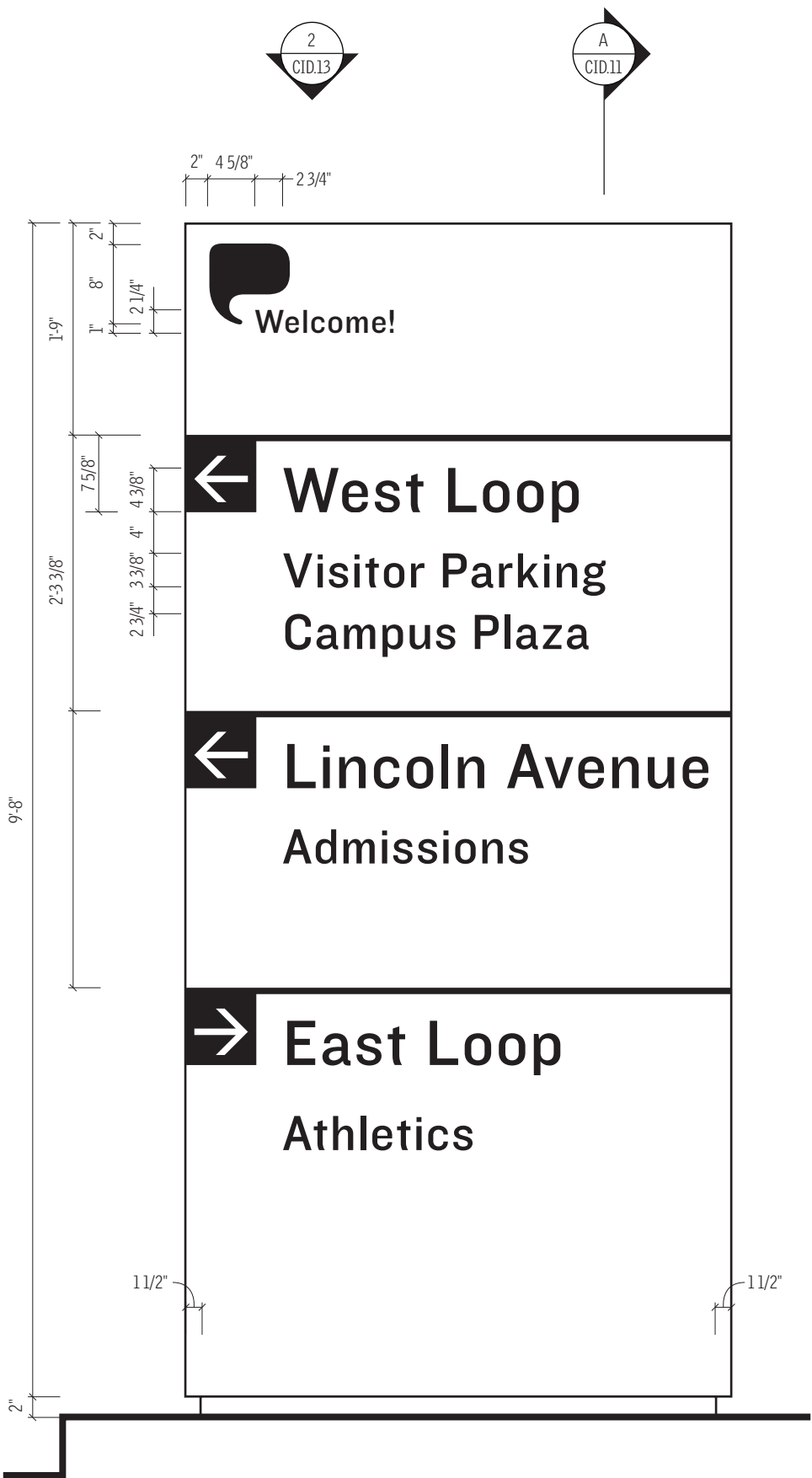
**Sign Type C1
Vehicular Directional,
Campus Entrance**

Drawing No.

CID.11



1 Graphic Layout - Sign Type C2
3/4" = 1'-0"



2 Elevation - Sign Type C2
3/4" = 1'-0"

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Project Title

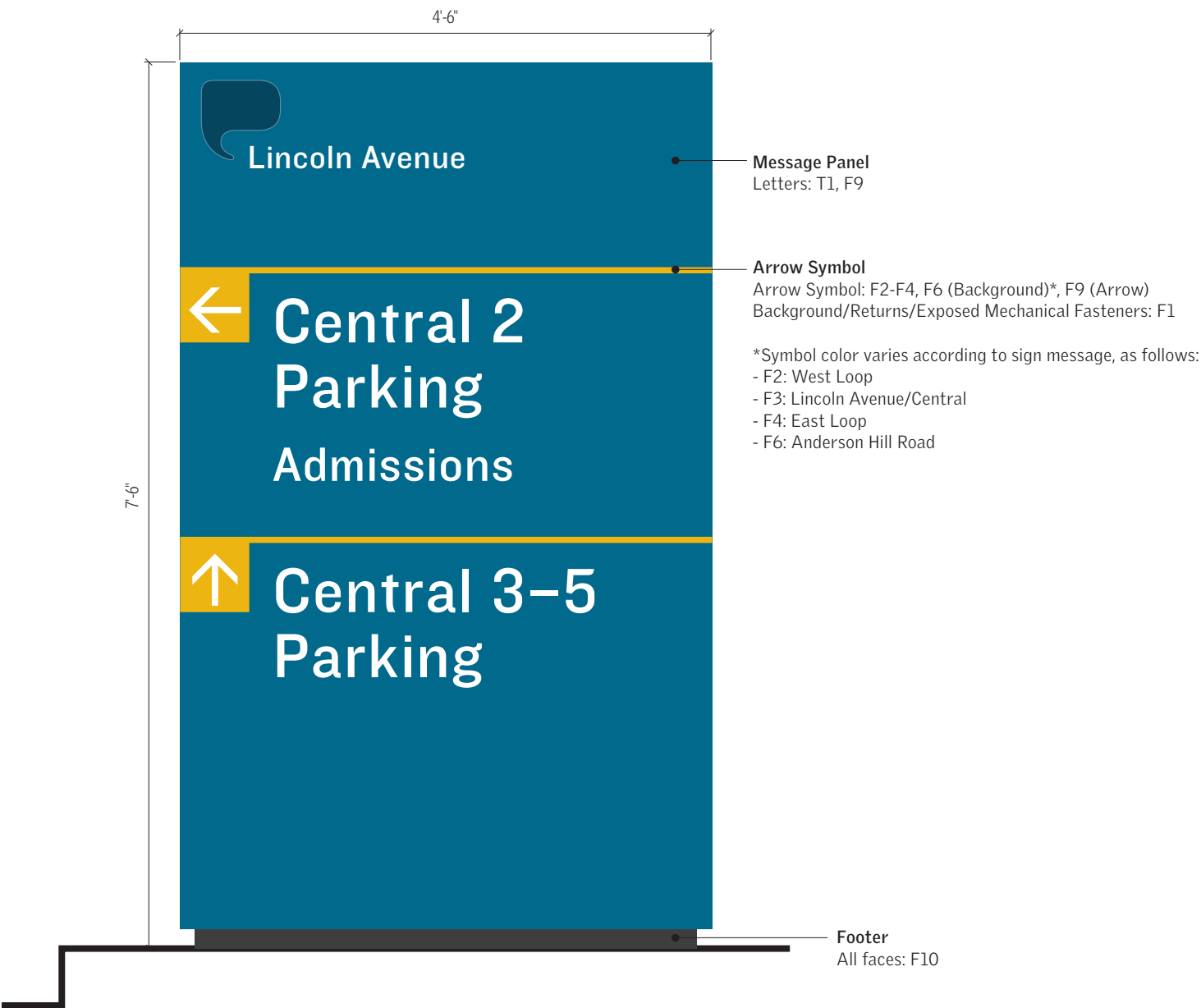
Purchase College
Wayfinding Master Plan

Drawing Title

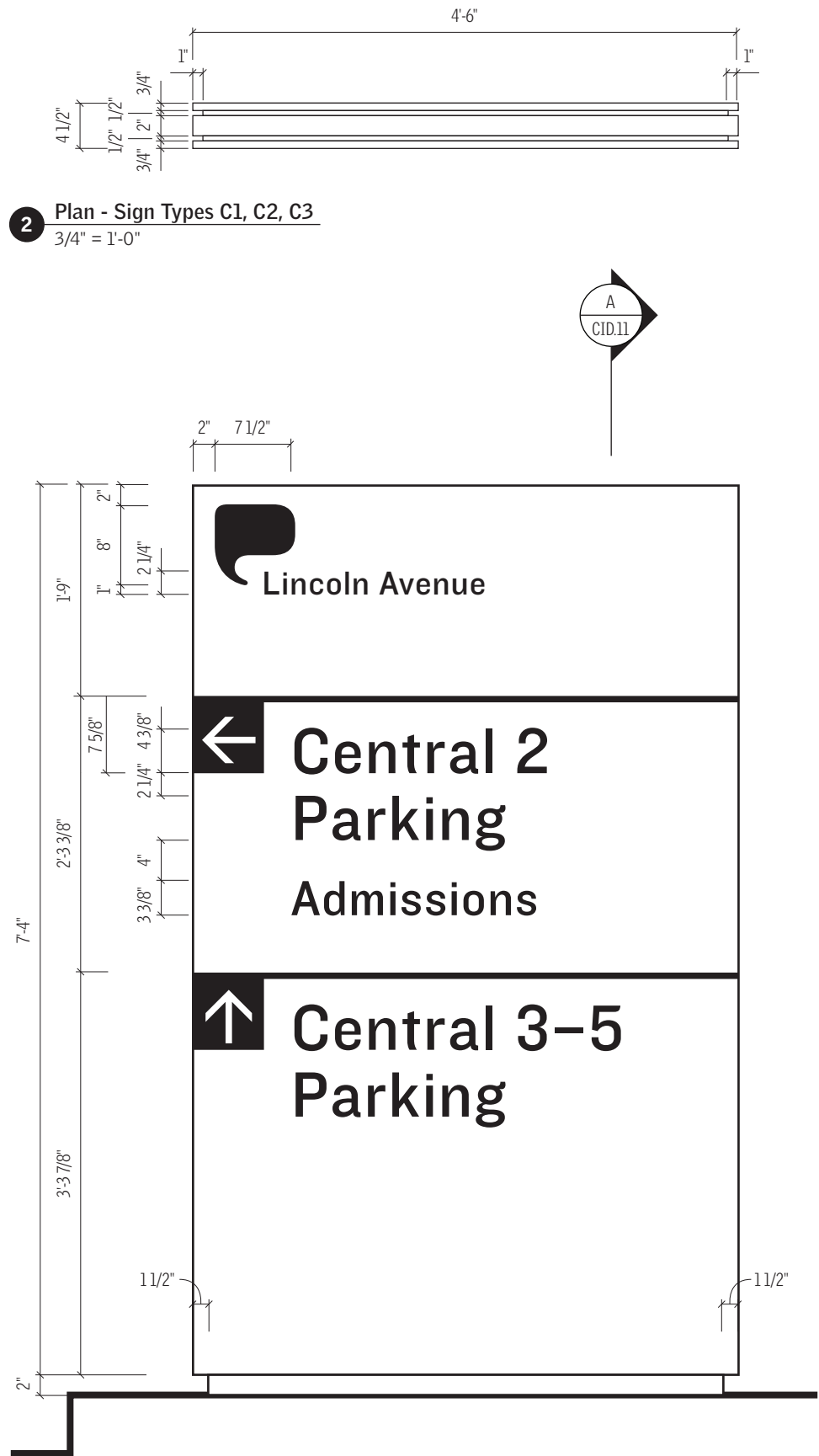
Sign Type C2
Vehicular Directional,
Primary

Drawing No.

CID.12



1 Graphic Layout - Sign Type C3
3/4" = 1'-0"



3 Elevation - Sign Type C3
3/4" = 1'-0"

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TWO TWELVE

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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

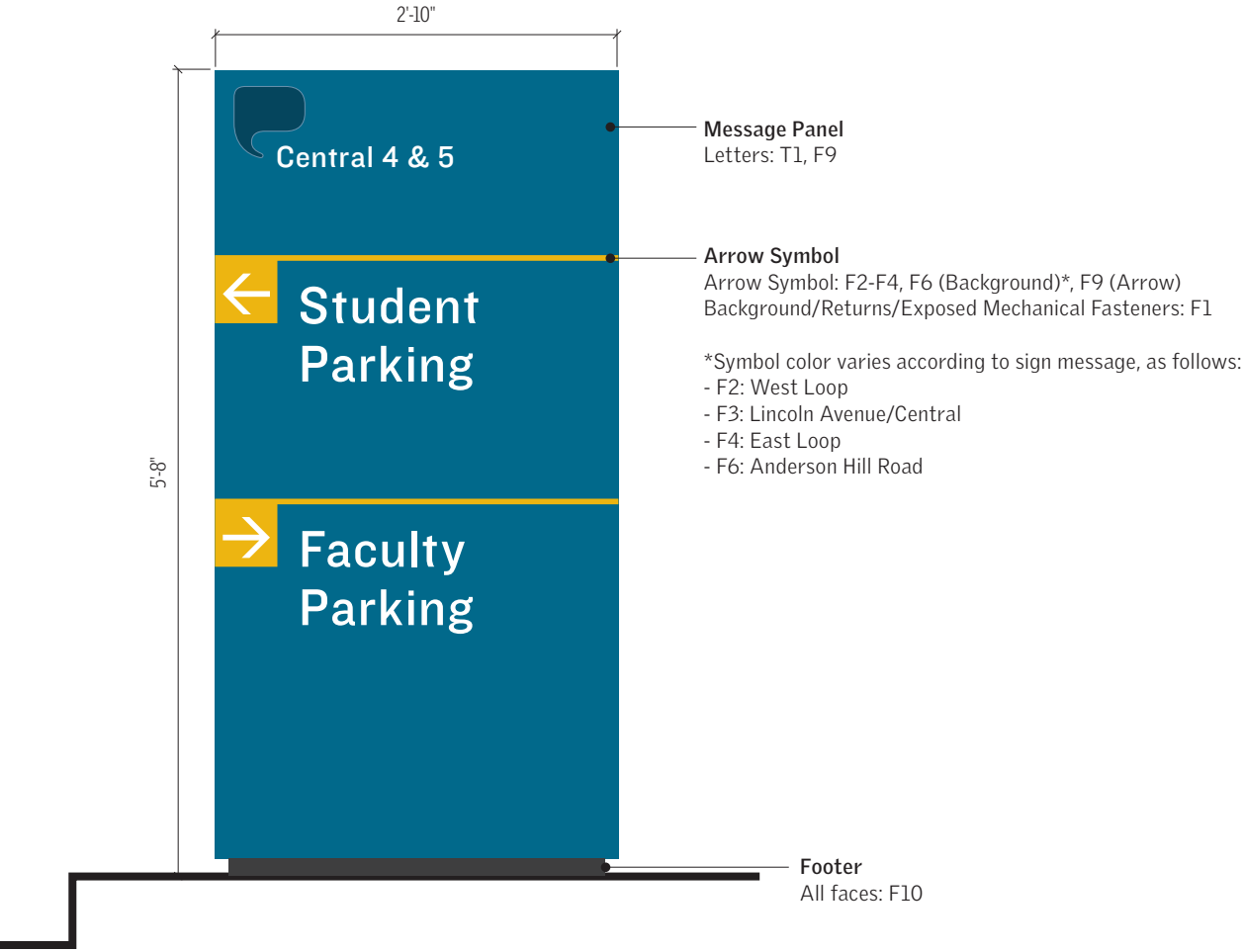
Purchase College
Wayfinding Master Plan

Drawing Title

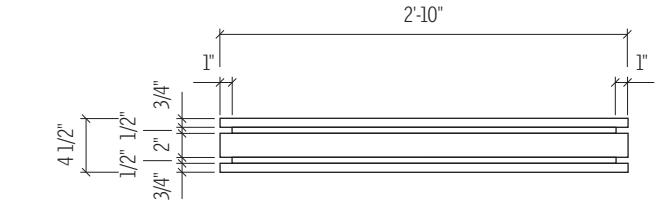
Sign Type C3
Vehicular Directional,
Secondary

Drawing No.

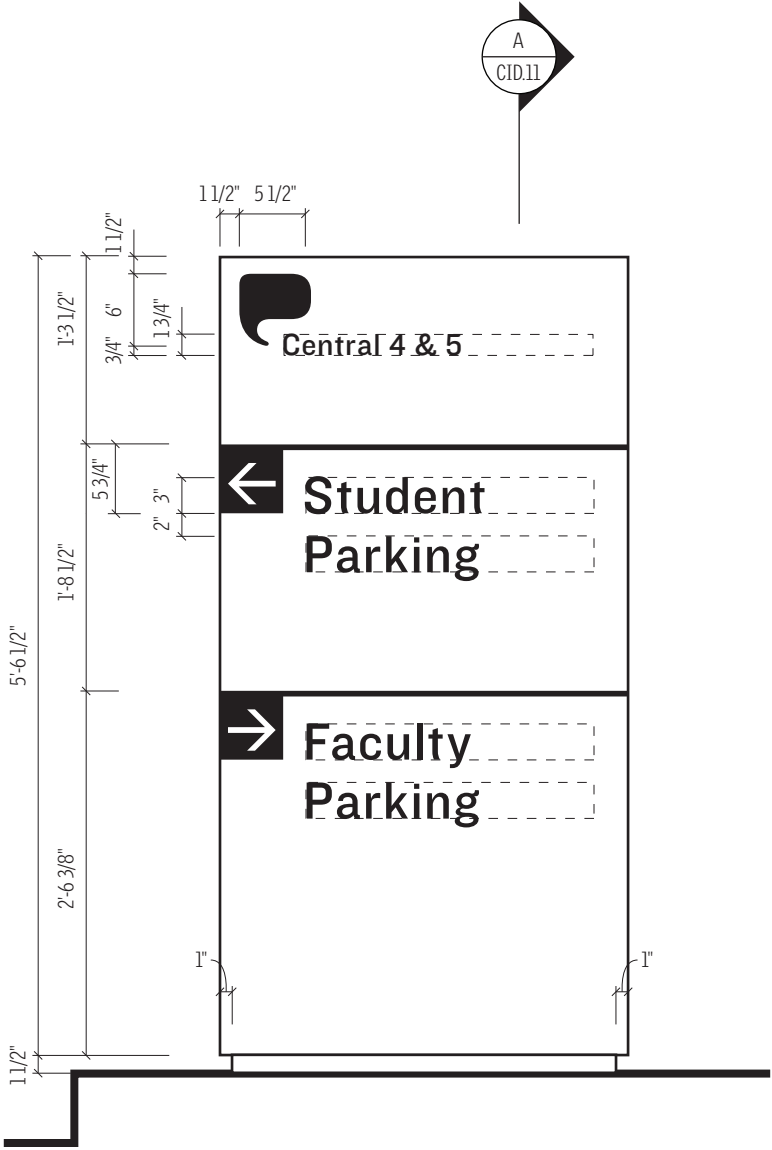
CID.13



1 Graphic Layout - Sign Type C4
3/4" = 1'-0"



2 Plan - Sign Type C4
3/4" = 1'-0"



3 Elevation - Sign Type C4
3/4" = 1'-0"

212

TWO TWELVE

902 BROADWAY
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No.	Revisions
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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title

Purchase College
Wayfinding Master Plan

Drawing Title

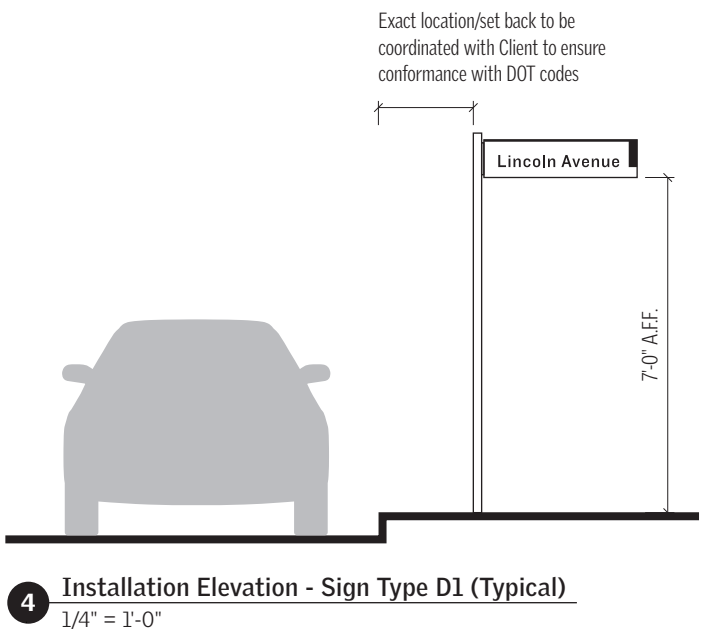
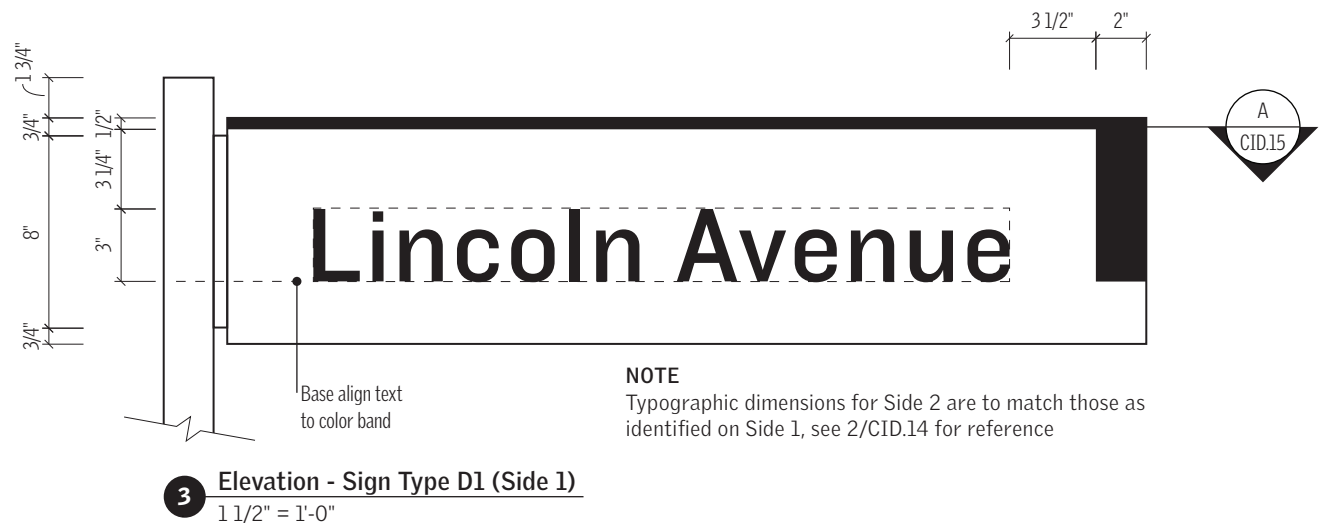
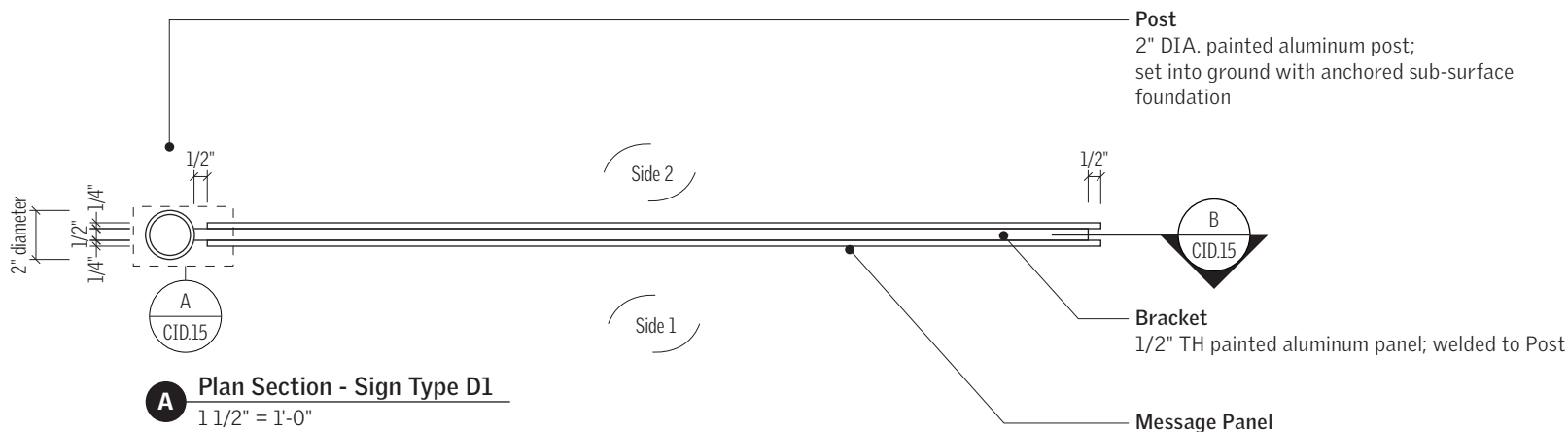
Sign Type C4
Vehicular Directional,
Tertiary

Drawing No.

CID.14

SIGN TYPE PROGRAMMING NOTE

This sign type is double-sided with messages/graphics on both Message Panels. Typographic specifications for Side 2 are to match those identified on Side 1. Color Band is always oriented away from post.



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No.	Revisions
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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title

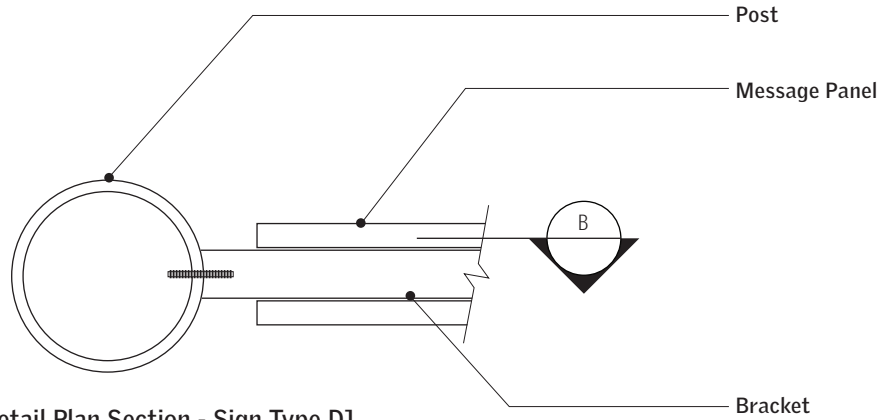
Purchase College
Wayfinding Master Plan

Drawing Title

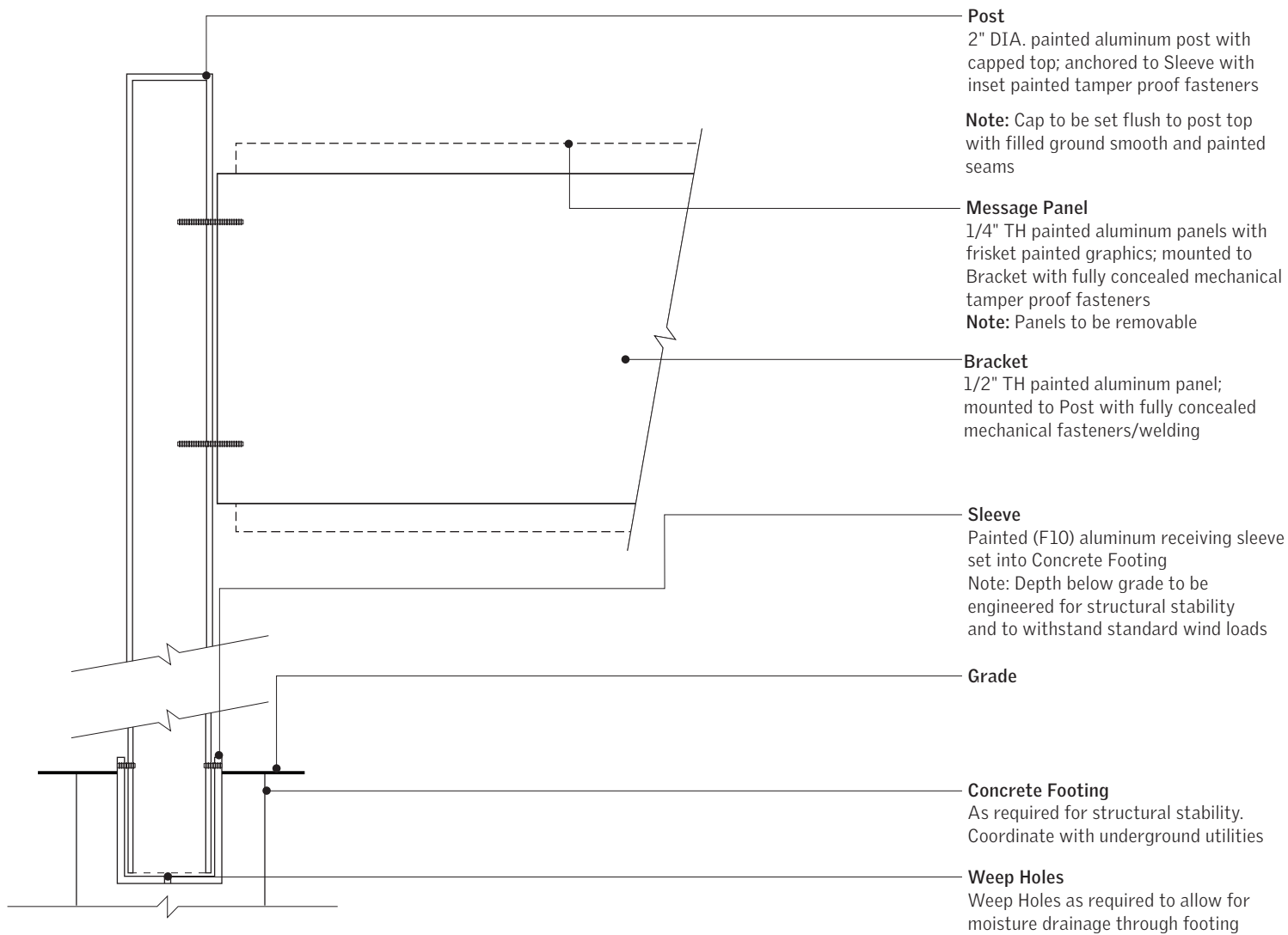
Sign Type D1
Roadway Identification

Drawing No.

CID.15



A Detail Plan Section - Sign Type D1
6" = 1'-0"



B Detail Section - Sign Type D1
3" = 1'-0"

212

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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title	
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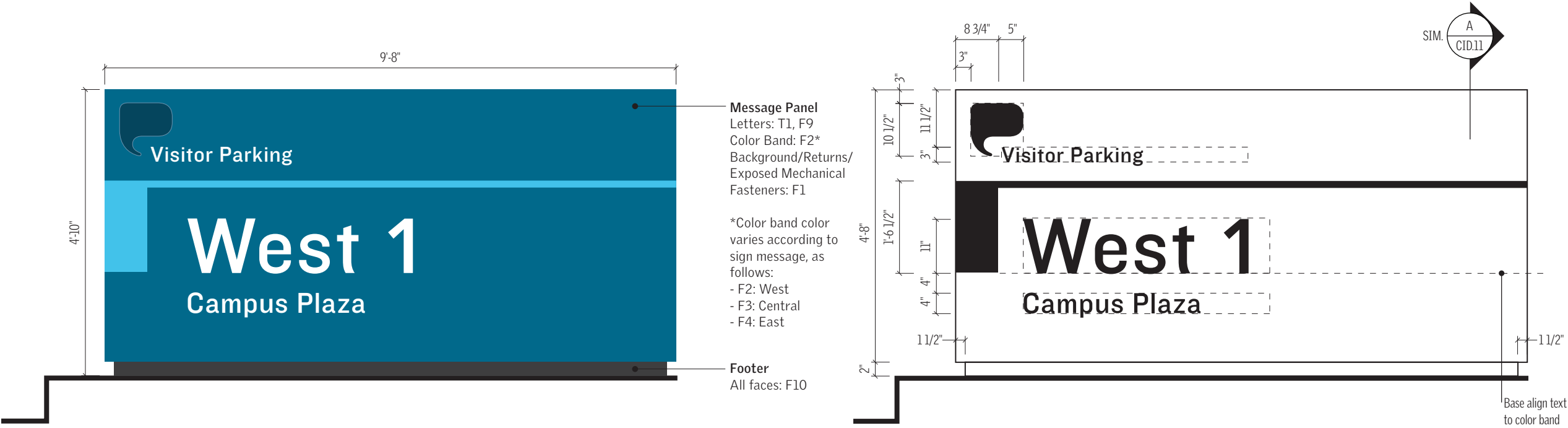
Purchase College	
Wayfinding Master Plan	

Drawing Title

**Sign Type D1
Roadway Identification**

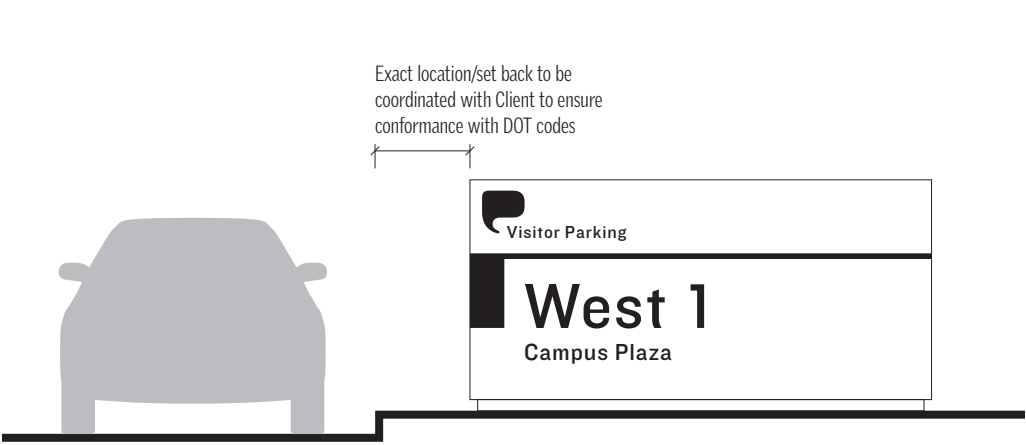
Drawing No.

CID.16

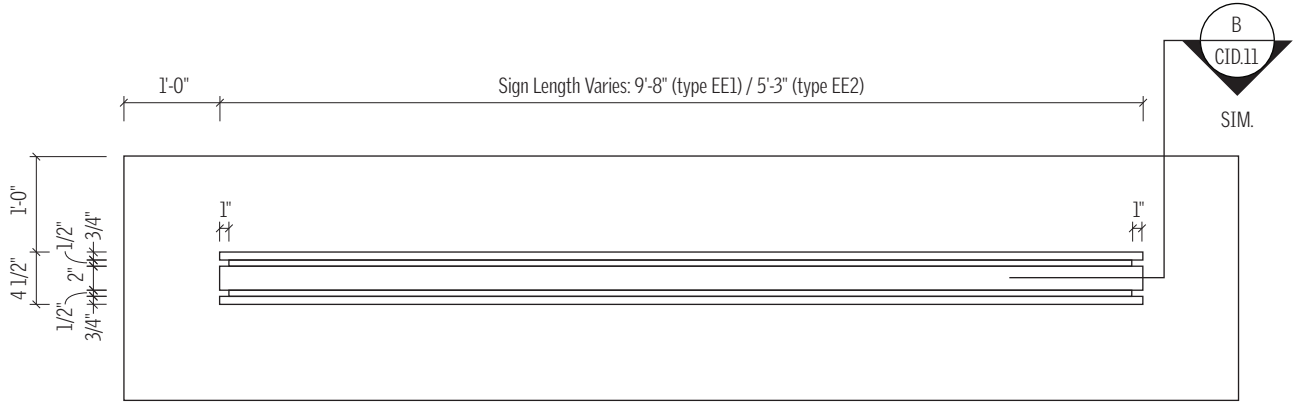


1 Graphic Layout - Sign Type E1
1/2" = 1'-0"

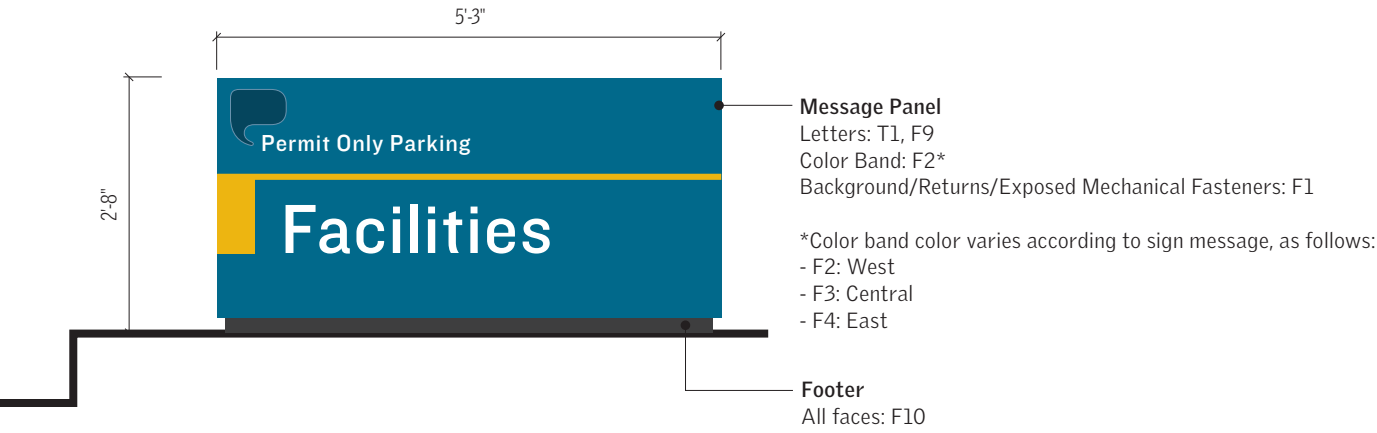
2 Elevation - Sign Type E1
1/2" = 1'-0"



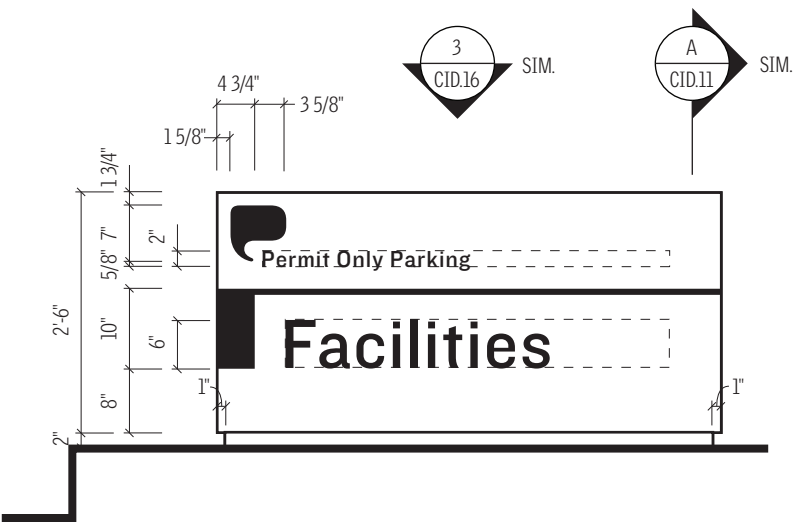
4 Installation Elevation - Sign Type E1 (Typical)
1/4" = 1'-0"



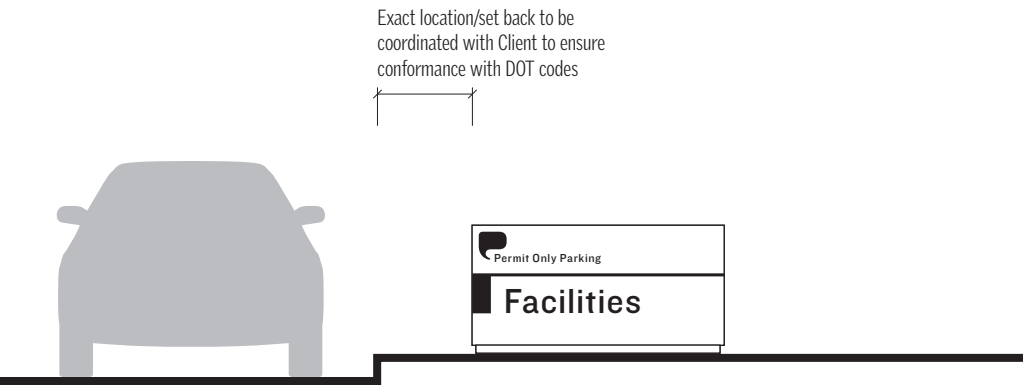
3 Plan - Sign Type E1
1/2" = 1'-0"



1 Graphic Layout - Sign Type E2
1/2" = 1'-0"



2 Elevation - Sign Type E2
1/2" = 1'-0"



3 Installation Elevation - Sign Type E2
1/4" = 1'-0"

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No.	Revisions
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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title

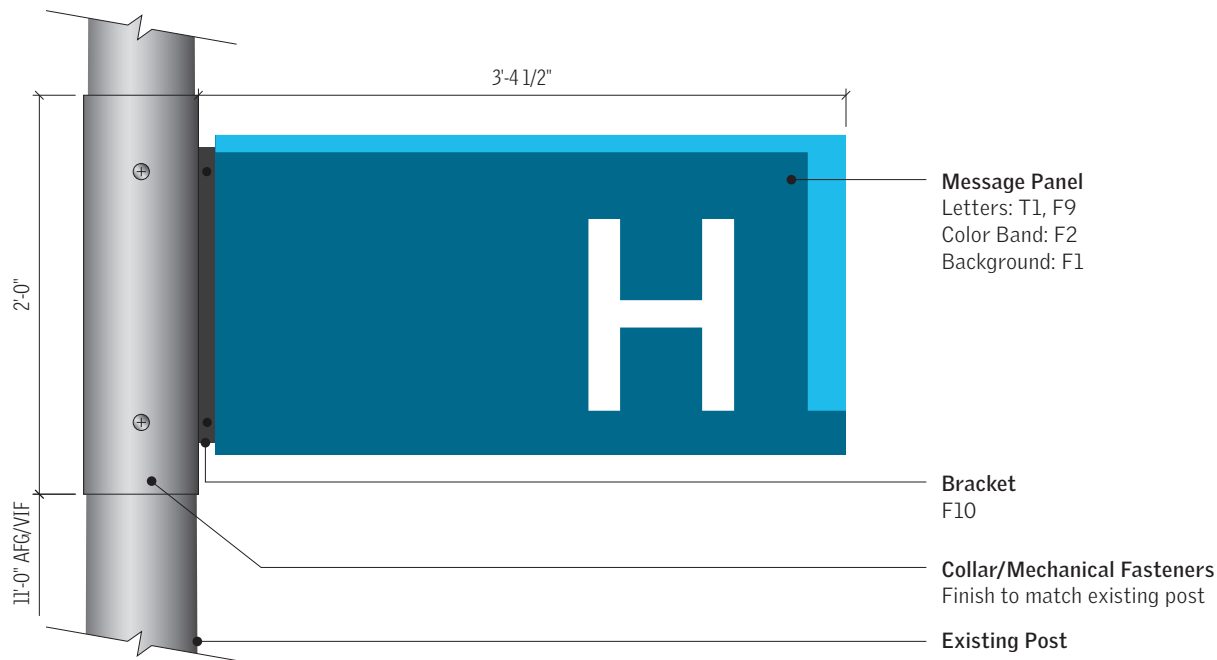
Purchase College
Wayfinding Master Plan

Drawing Title

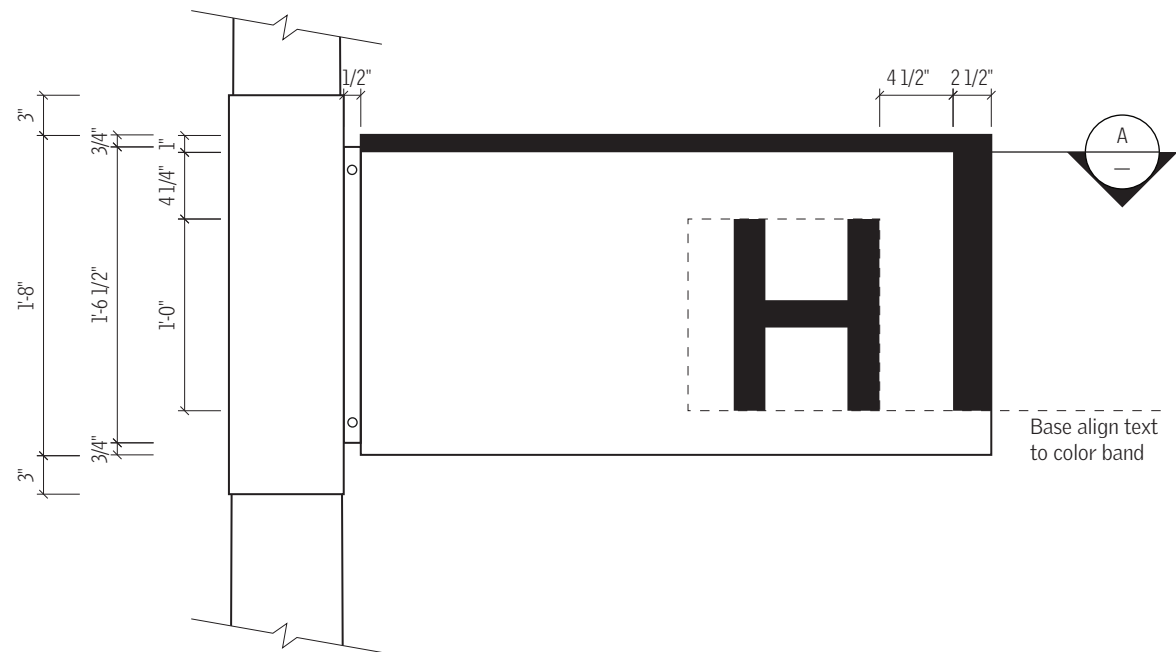
Sign Type E2
Parking Lot Identification,
Facilities

Drawing No.

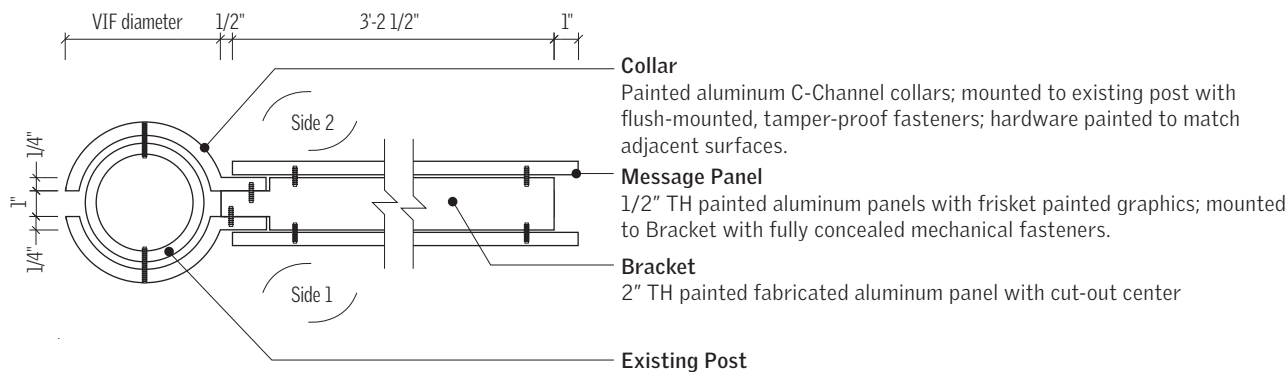
CID.18



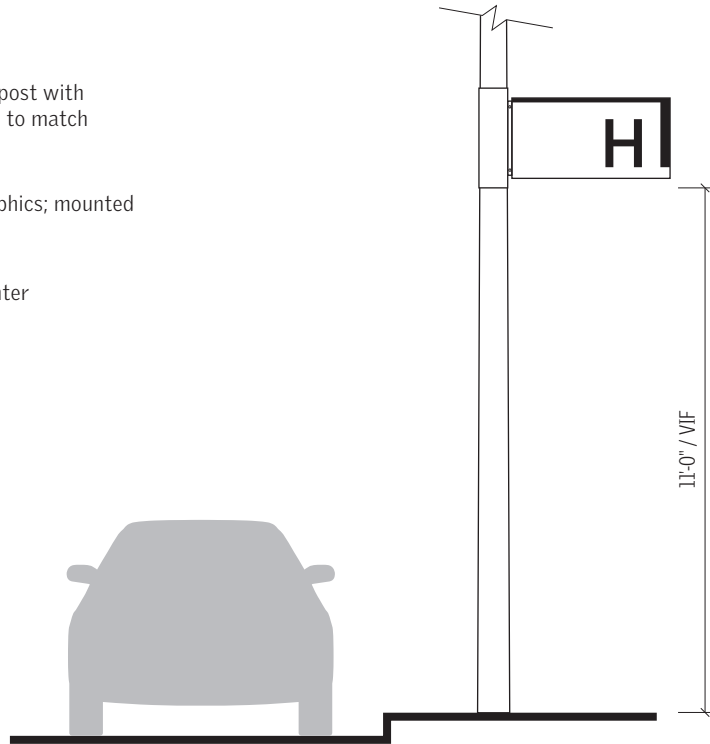
1 Graphic Layout - Sign Type F1 (Side 1)
1" = 1'-0"



2 Elevation - Sign Type F1 (Side 1)
1" = 1'-0"

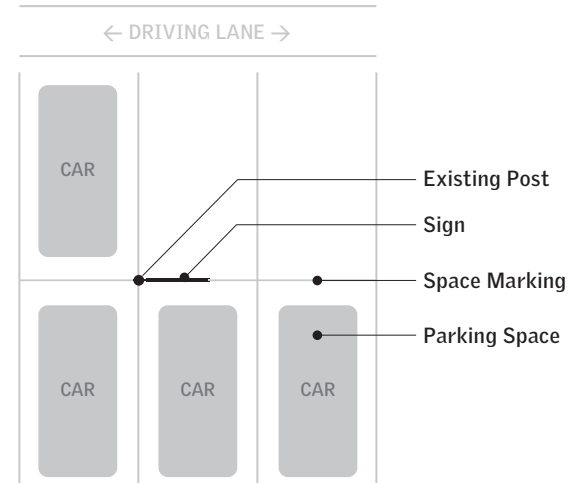


A Plan Section - Sign Type F1
1" = 1'-0"



3 Installation Elevation - Sign Type F1 (Typical)
1/4" = 1'-0"

SIGN ORIENTATION NOTE:
Sign to be installed parallel to adjacent driving lanes



4 Installation Plan - Sign Type F1 (Typical)
NTS

SIGN TYPE PROGRAMMING NOTE

This sign type is double-sided with messages/graphics on both Message Panels. Typographic specifications for Side 2 are to match those identified on Side 1. Color Band is always oriented away from post.

2 12

TWO TWELVE

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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

Purchase College
Wayfinding Master Plan

Drawing Title

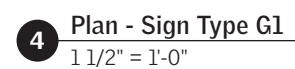
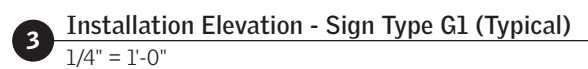
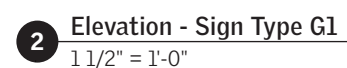
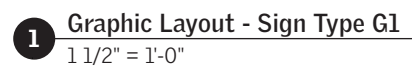
**Sign Type F1
Parking Aisle Identification**

Drawing No.

CID.19

Final placement and quantities of sign type to be verified in field with client prior to installation.

Programming for this sign type — including sign type quantities, messages, and locations — are not identified in Contract Documents. Signage Bidder to provide fabrication/installation costs for quantities of one (1), ten (10), and twenty five (25).



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No.	Revisions
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Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title
Purchase College
Wayfinding Master Plan

Drawing Title

Sign Type G1
Vehicular Regulatory

Drawing No.

CID.20



GENERAL NOTE

Final design and details to be determined with Client at later date.

DESIGN OPTION A:

PURCHASE COLLEGE:
2'-0" H x 9" TH fabricated and anodized aluminum letterforms;
pin-mounted to brick facade.

ALT: Halo-illuminated letterforms

STATE UNIVERSITY OF NEW YORK:
6" H x 1 1 /2" TH anodized waterjet cut letters pin-mounted to
brick facade.

ALT: Halo-illuminated letterforms

THINK WIDE OPEN:
2'-0" W sandblasted and stained letters into aluminum fascia
by others.



DESIGN OPTION B:

PURCHASE COLLEGE:
2'-0" H x 3/4" TH sandblasted letterforms into brick facade.

STATE UNIVERSITY OF NEW YORK:
3/4" TH painted aluminum panel with stencil-cut letterforms;
pin-mounted to brick facade.

THINK WIDE OPEN:
2'-0" W sandblasted and stained letters into aluminum fascia
by others.

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TWO TWELVE

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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

Purchase College
Wayfinding Master Plan

Drawing Title

Sign Type J1
Pedestrian Gateway

Drawing No.

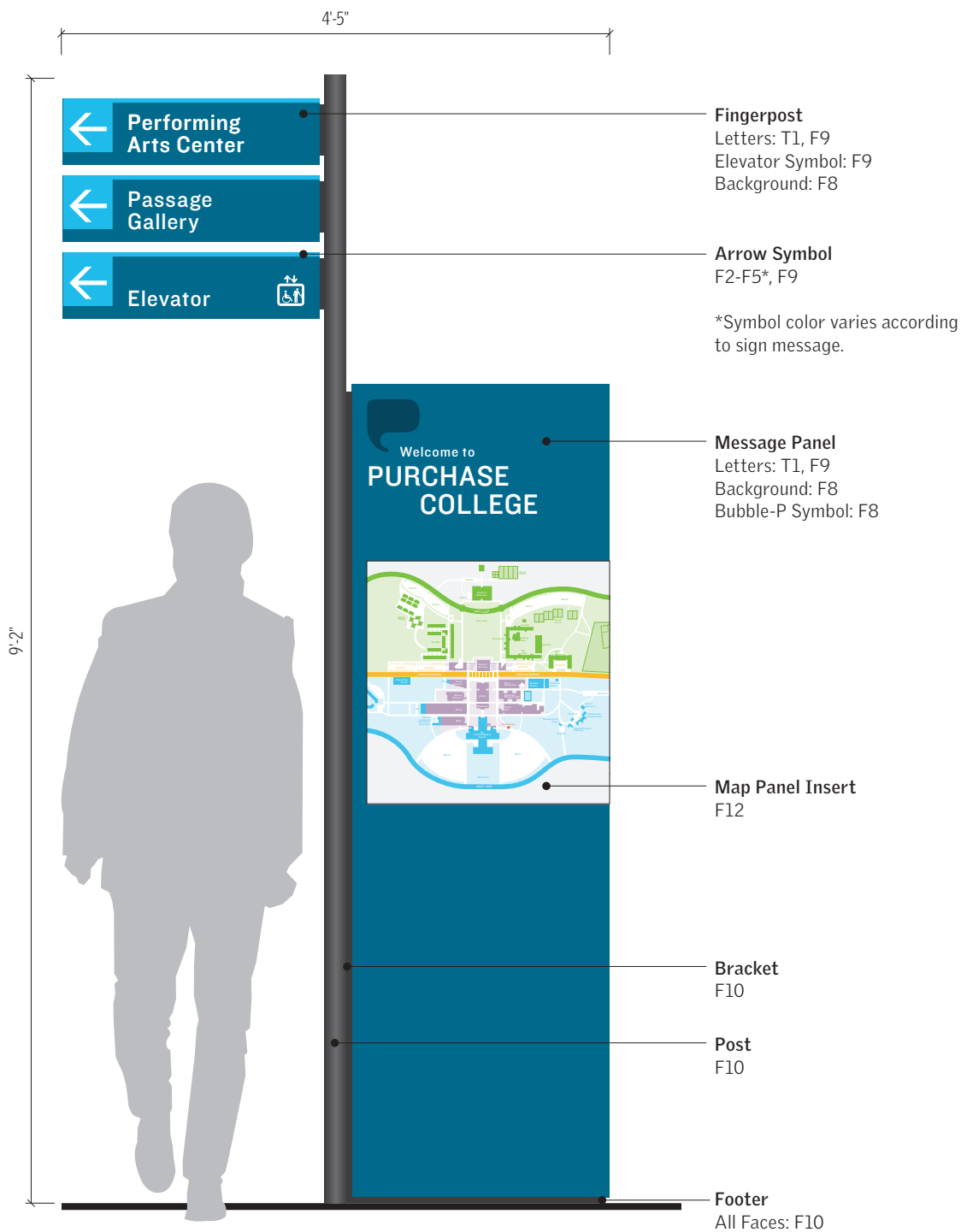
CID.21

INSTALLATION NOTE

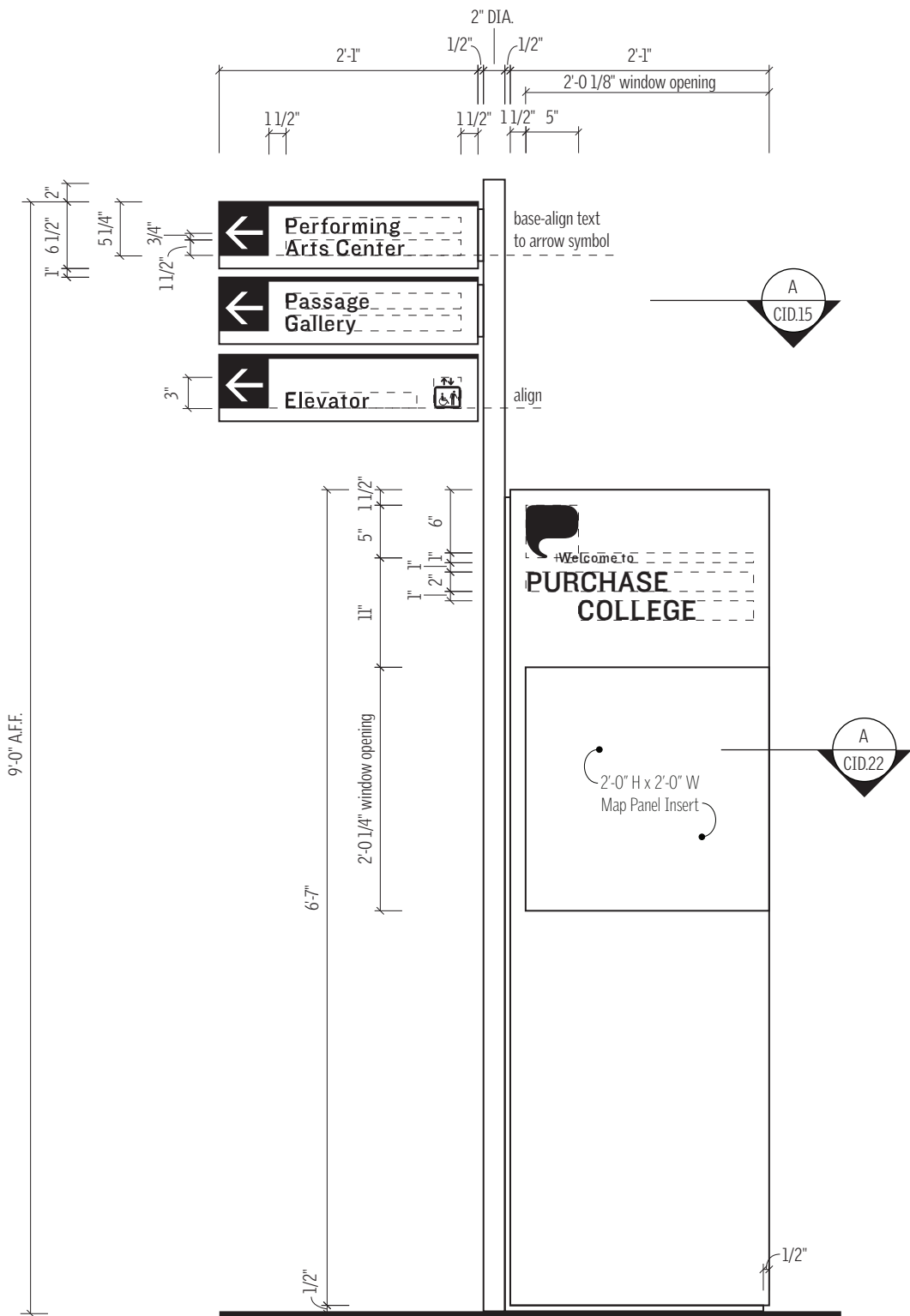
Final placement of sign to be verified in field with client prior to installation.

SIGN TYPE PROGRAMMING NOTE

This sign type is double-sided with messages/graphics on both Message Panels. Typographic specifications for Side 2 are to match those identified on Side 1. Color Band is always oriented away from post.



1 Graphic Layout - Sign Type K1
3/4" = 1'-0"



2 Elevation - Sign Type K1
3/4" = 1'-0"

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TWO TWELVE

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Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

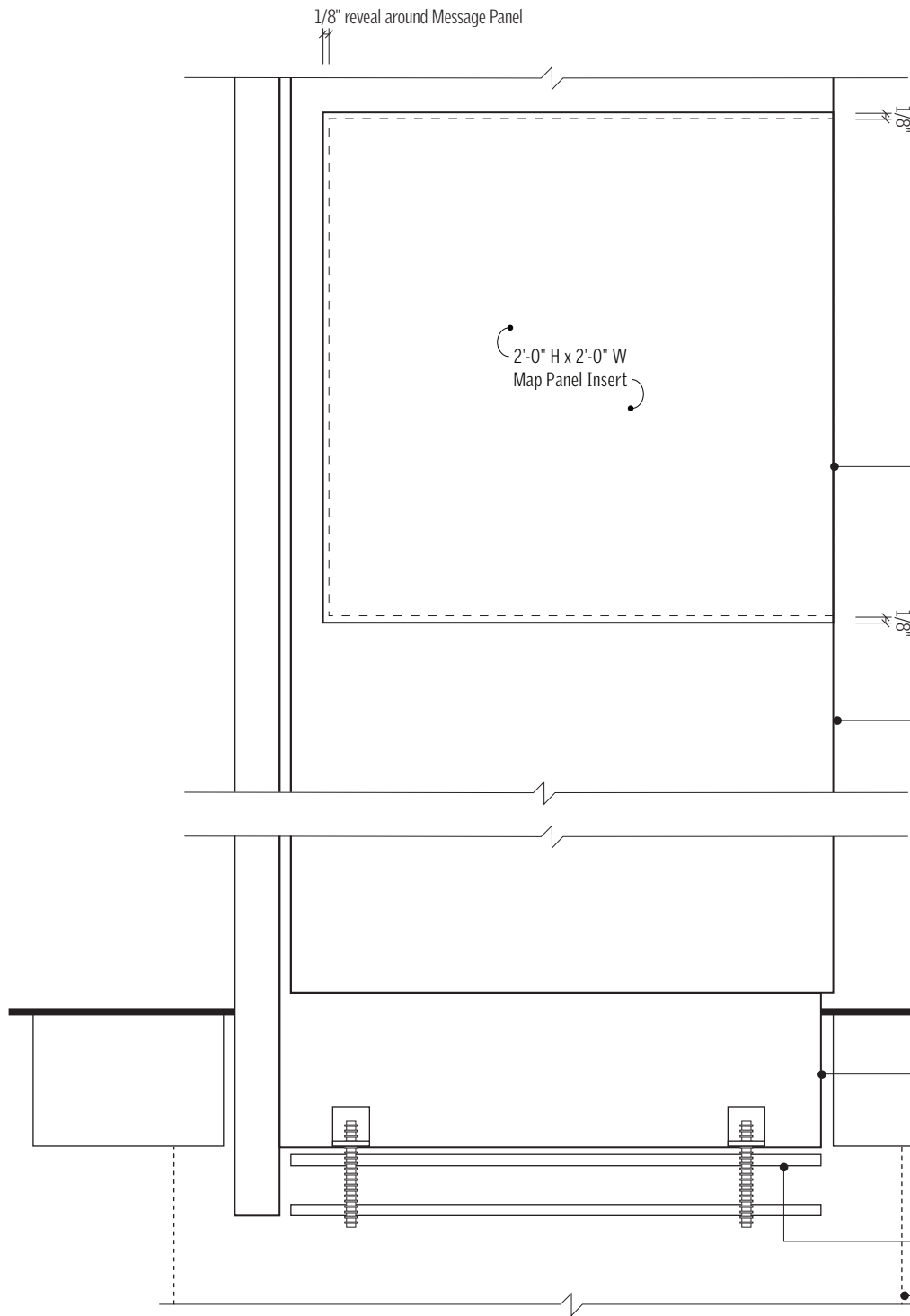
Purchase College
Wayfinding Master Plan

Drawing Title

Sign Type K1
Pedestrian Directory

Drawing No.

CID.22



1 Section Drawing - Sign Type K1 (Footer)
1 1/2" = 1'-0"

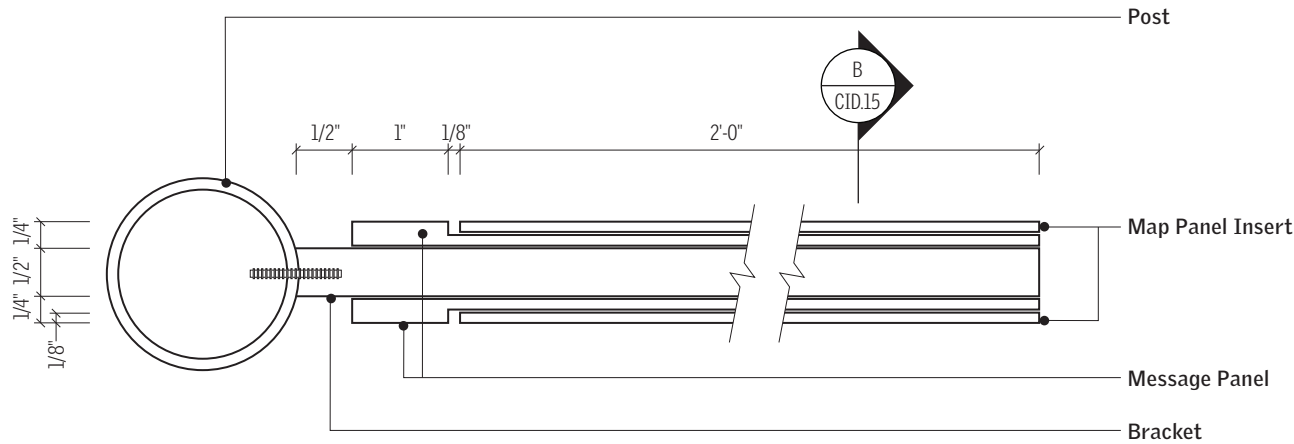
Map Panel Insert
1/8" TH aluminum panel with powder coating and direct embedded map graphic; mounted to Message Panel. Cut-out window with fully concealed mechanical fasteners.

Note: Panel to be removable

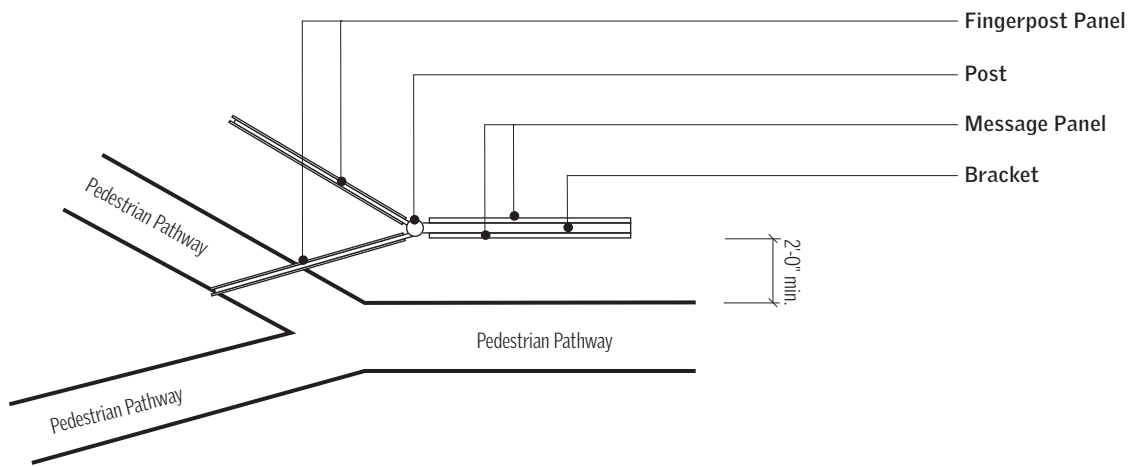
Message Panel
1/4" TH painted aluminum panel with cut-out Bubble P Symbol, frisket painted graphics, and cut-out window for Map Panel Insert. Message Panel cut-out window dimensions to ensure 1/8" reveal around Map Panel Insert top, bottom and inner side.

Grade
Backfill (No Mow Zone)
Bracket
1/2" TH painted aluminum panel, mounted to post with fully concealed mechanical fasteners/welding. Height of Bracket to extend beyond grade and be mounted to Base Plate and Concrete Footer.

Base Plate
Concrete Footing



A Section Drawing - Sign Type K1 (Message Panel)
6" = 1'-0"



2 Plan - Sign Type K1
3/4" = 1'-0"

FINGERPOST QUANTITY
Each sign unit can accommodate up to (12) twelve fingerpost panels; (3) per cardinal direction.
See message schedule for panel quantity details for each sign.

FINGERPOST ORIENTATION
Fingerpost Panel orientation varies per sign location, and shall be oriented such that they are parallel to the direction of the pedestrian pathways.

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TWO TWELVE

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Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

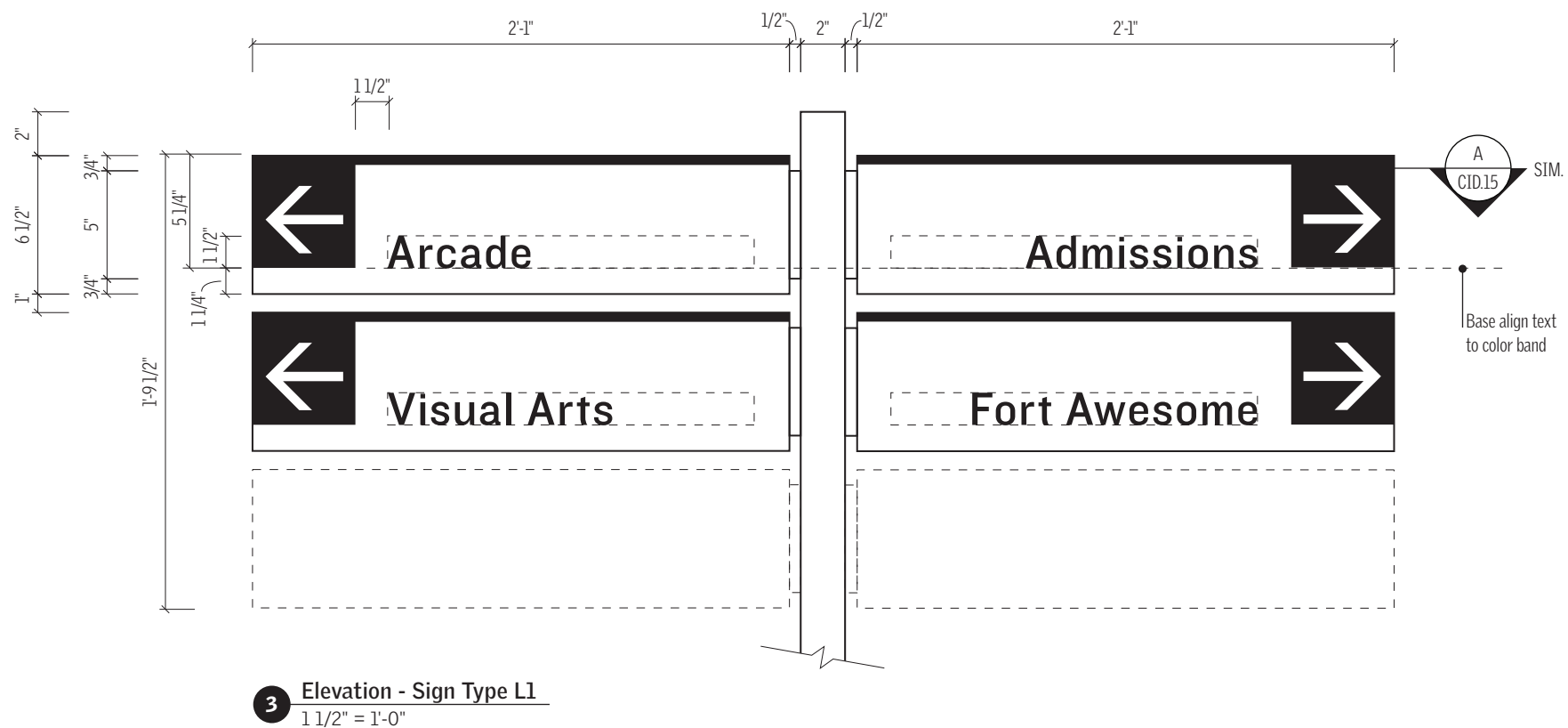
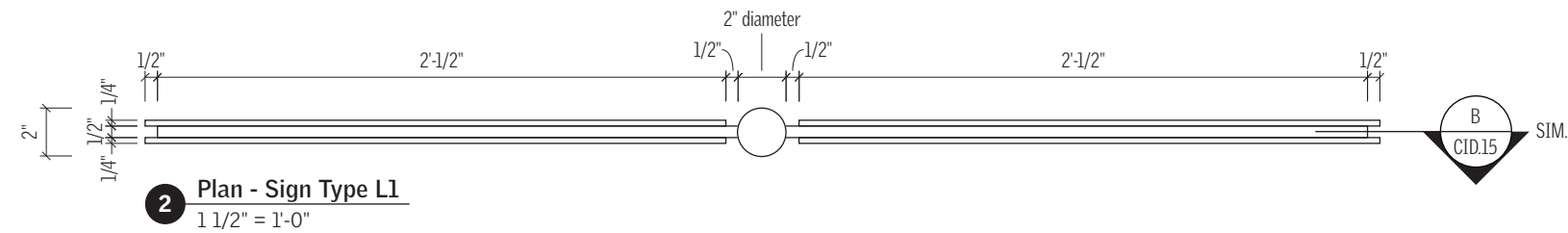
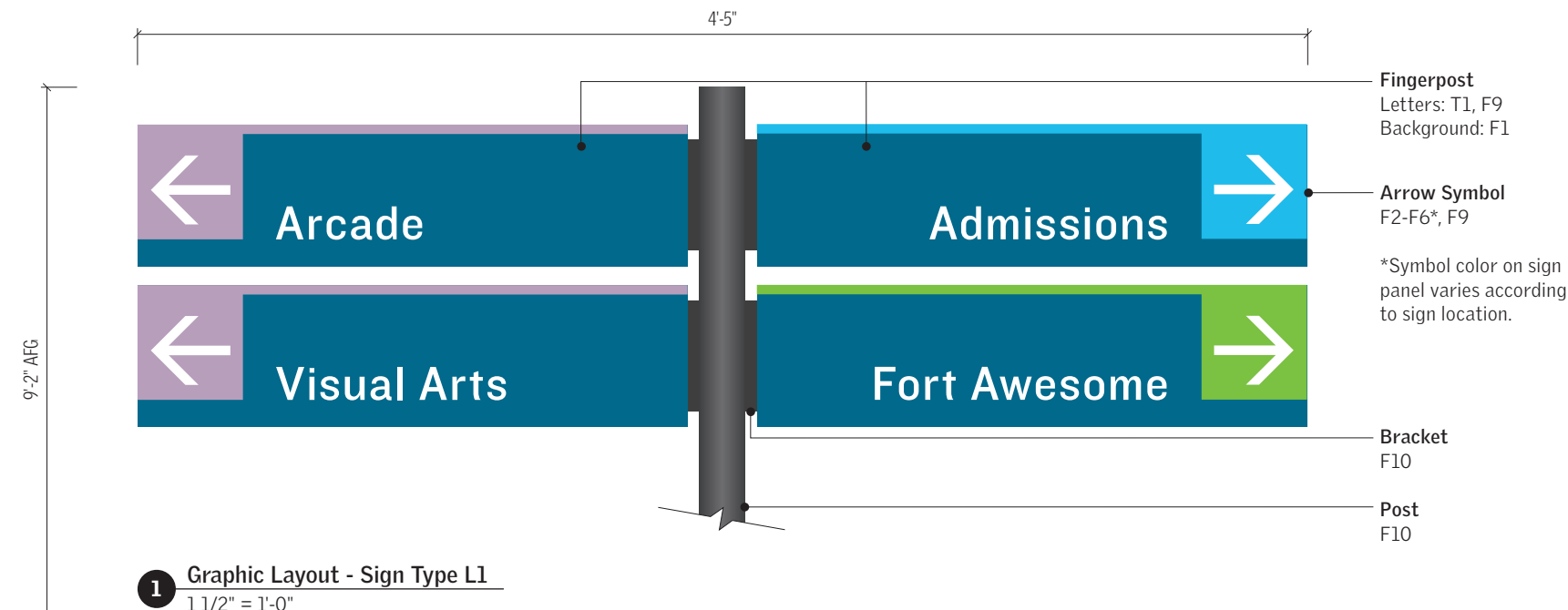
Purchase College
Wayfinding Master Plan

Drawing Title

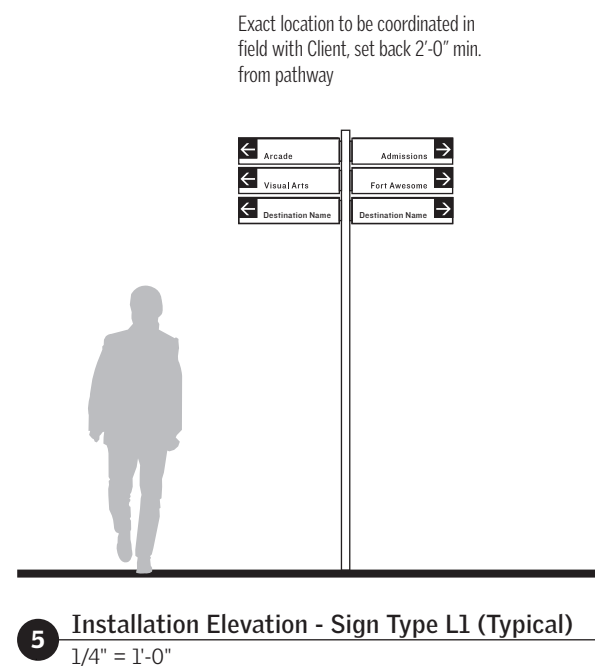
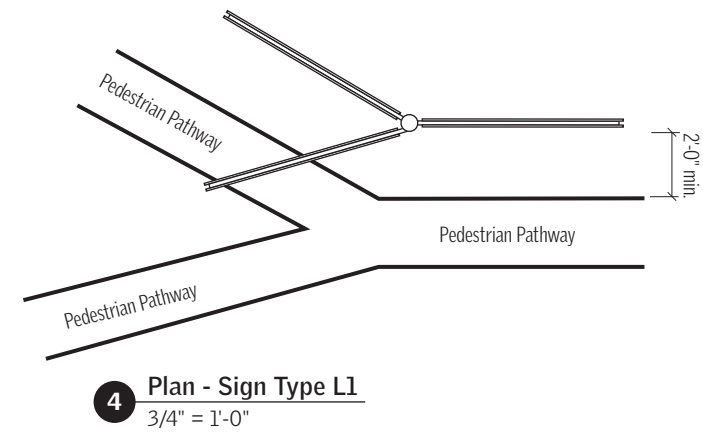
**Sign Type K1
Pedestrian Directory**

Drawing No.

CID.23



FINGERPOST QUANTITY
Each sign unit can accommodate up to (12) twelve fingerpost panels; (3) per cardinal direction. See message schedule for quantity details for each sign.
SIGN TYPE PROGRAMMING NOTE
This sign type is double-sided with messages/graphics on both Message Panels. Typographic specifications for Side 2 are to match those identified on Side 1. Color Band is always oriented away from post.



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Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

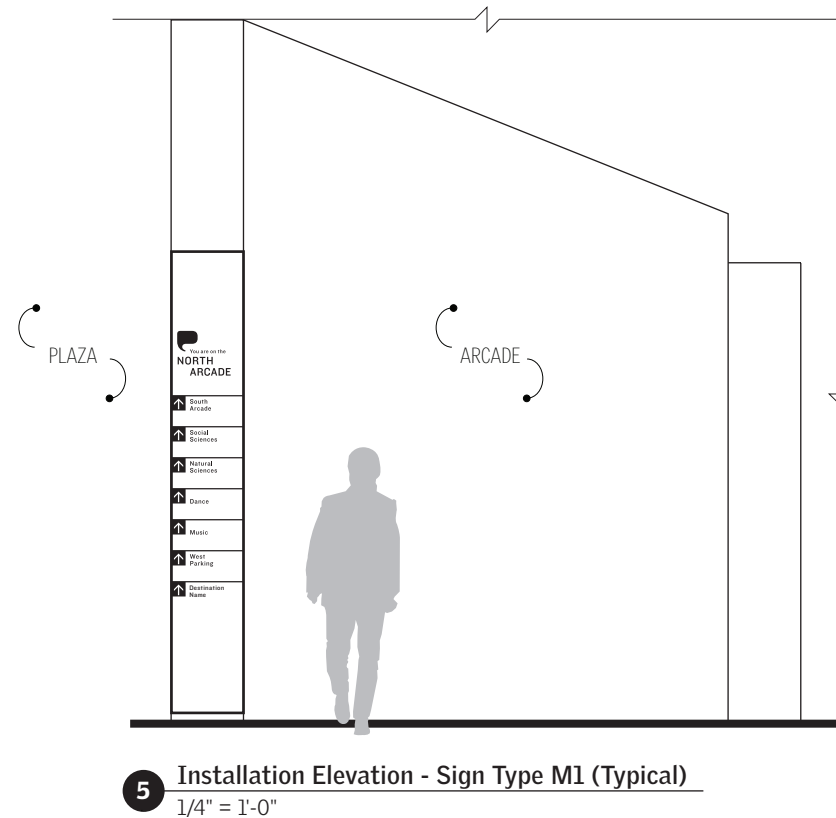
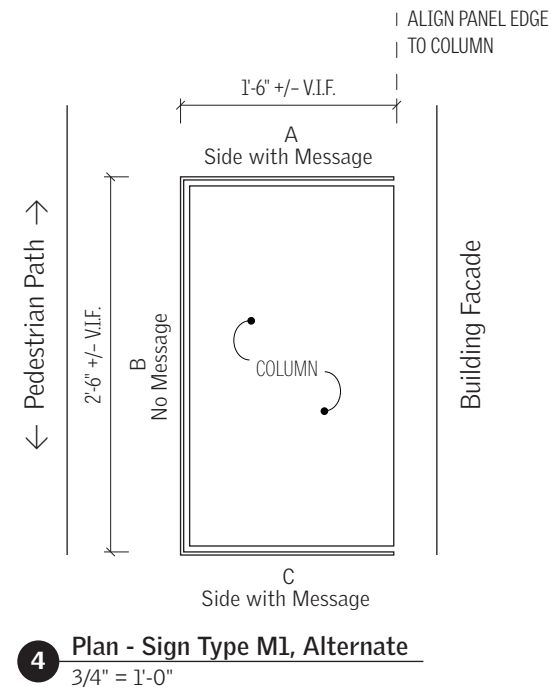
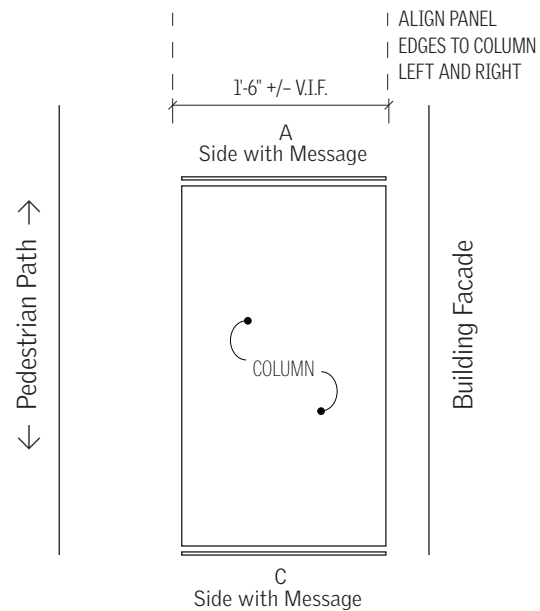
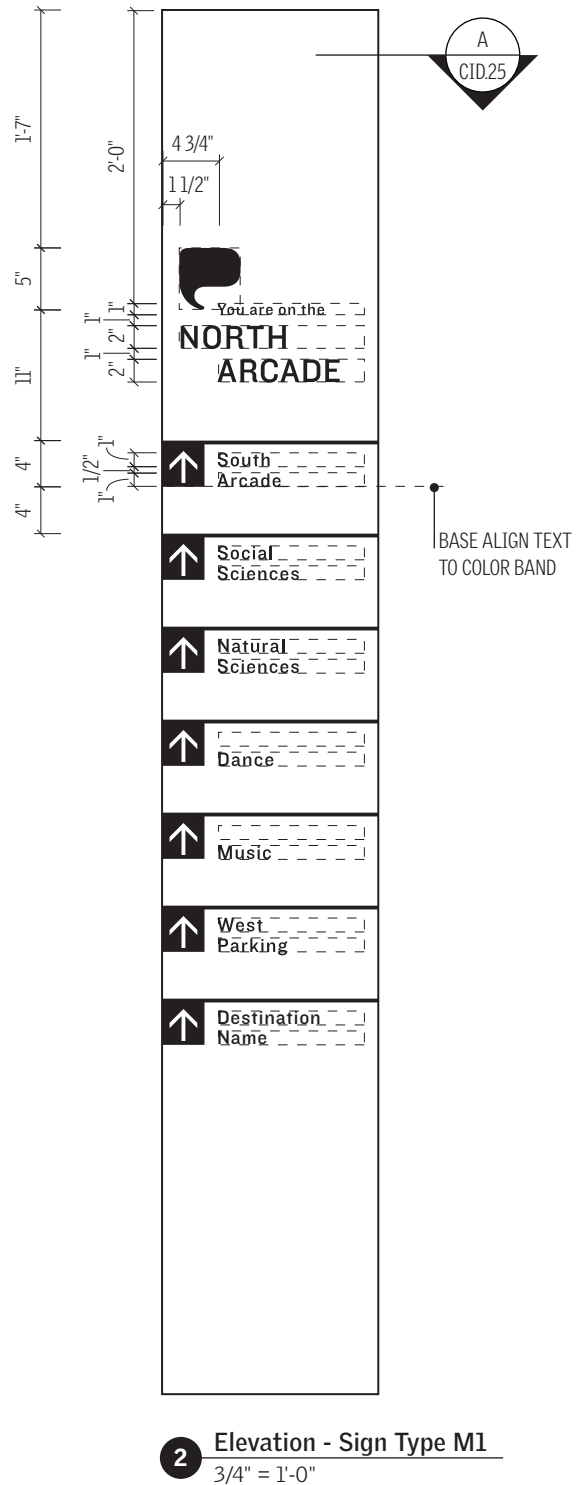
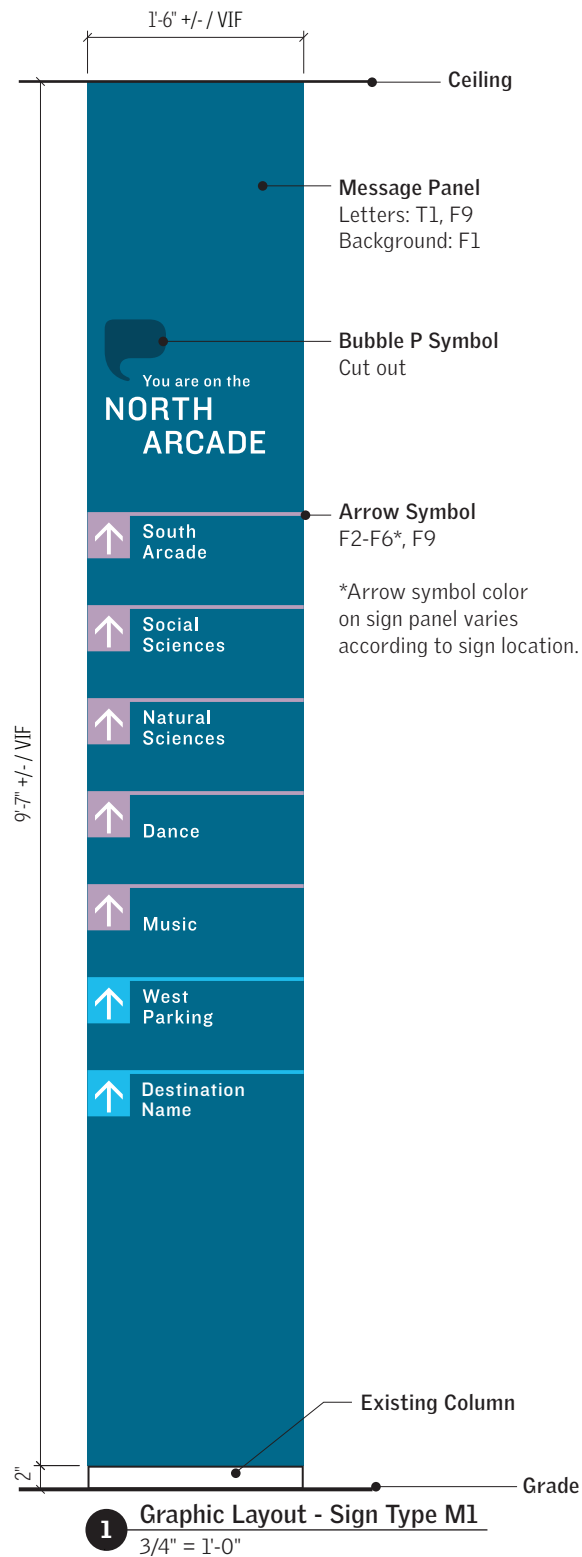
Purchase College
Wayfinding Master Plan

Drawing Title

Sign Type L1
Pedestrian Directional,
Fingerpost

Drawing No.

CID.24



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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title	
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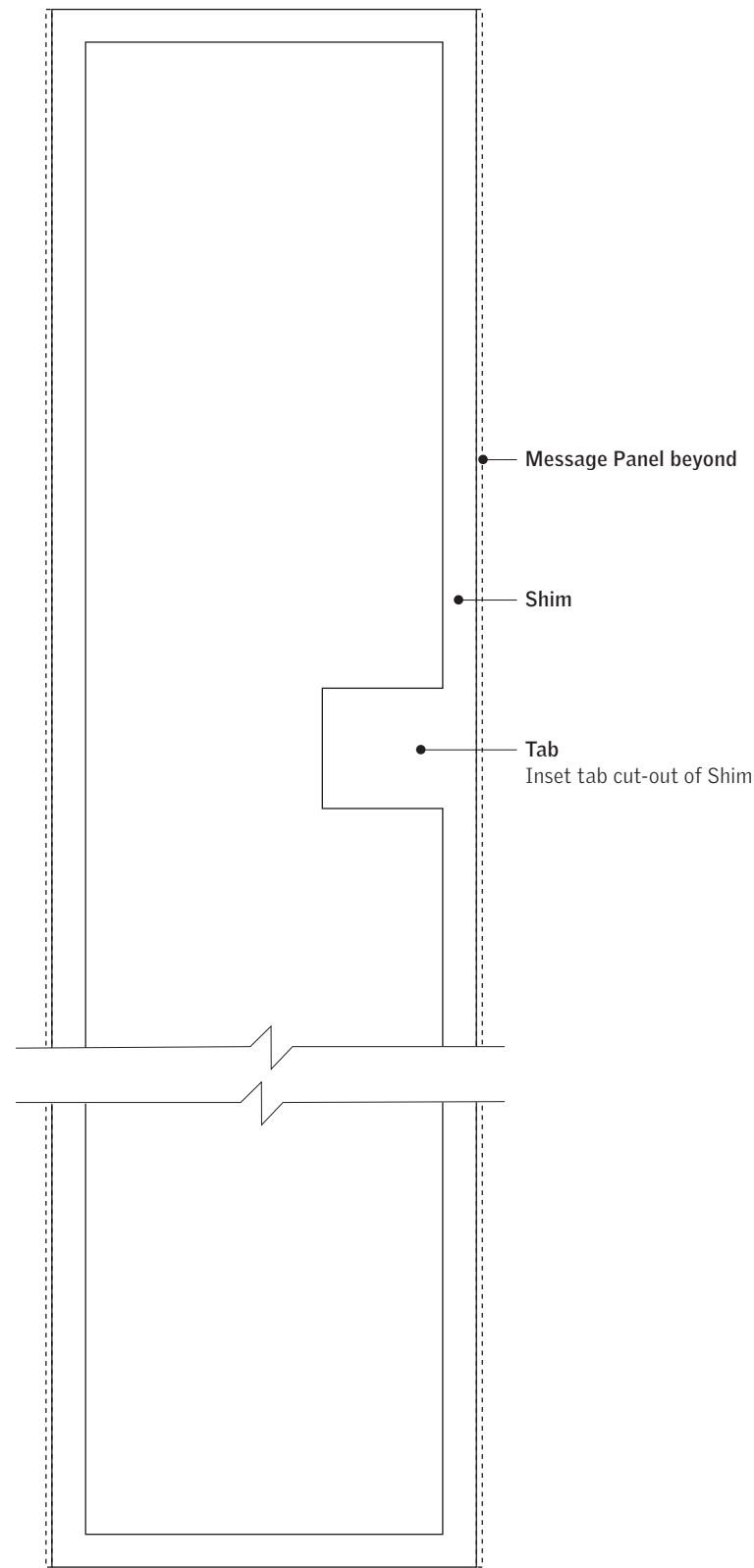
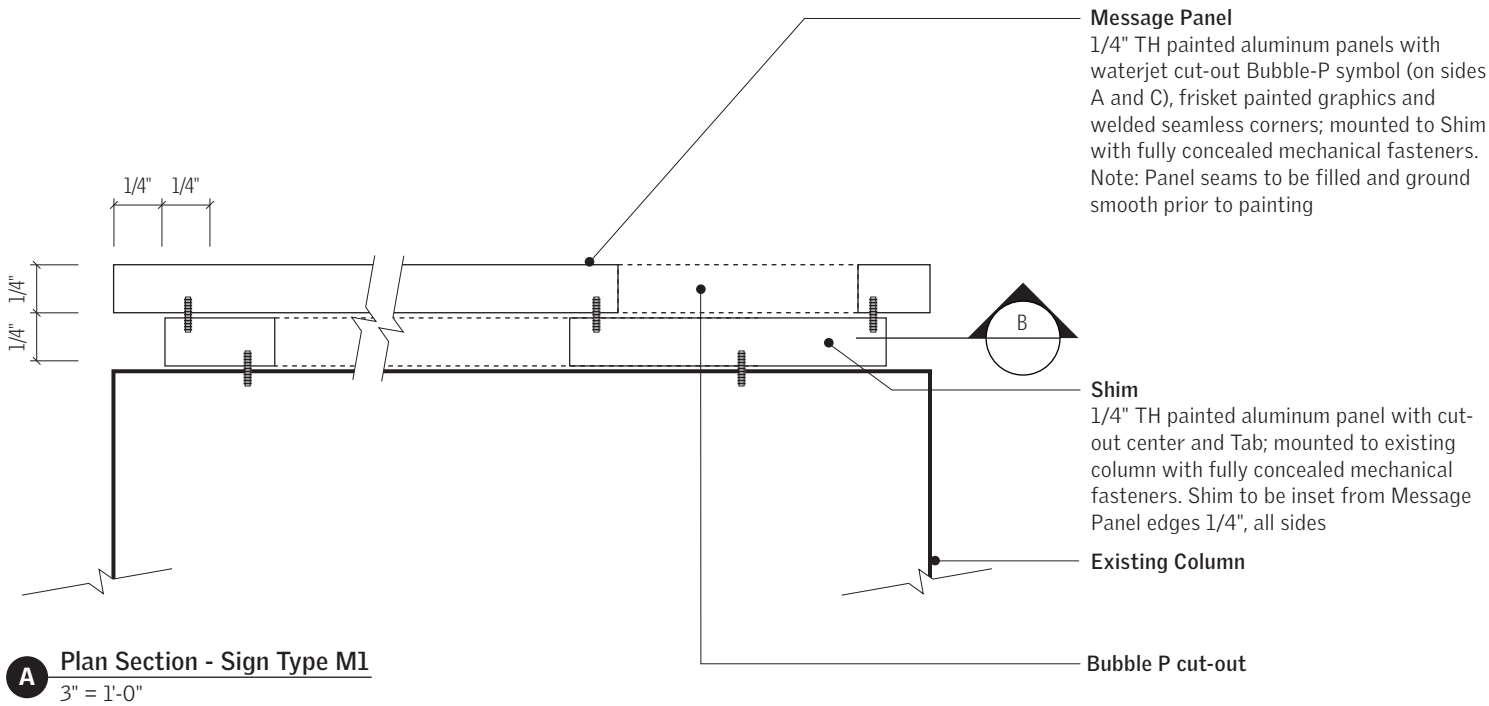
Purchase College	
Wayfinding Master Plan	

Drawing Title

Sign Type M1
Pedestrian Directional,
Column Mounted

Drawing No.

CID.25



212

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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title	
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Purchase College	
Wayfinding Master Plan	

Drawing Title	
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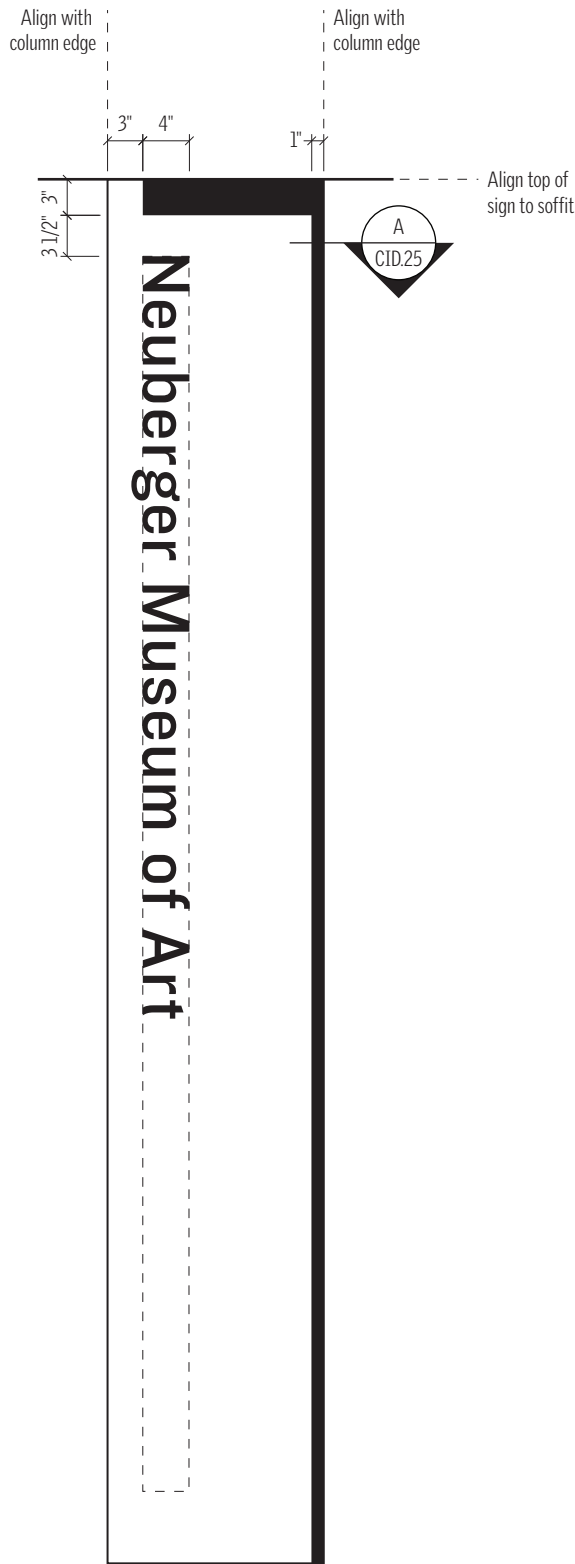
Sign Type M1	
Pedestrian Directional,	
Column Mounted	

Drawing No.	
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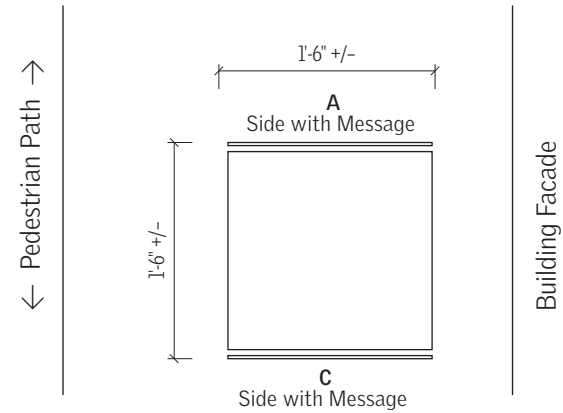
CID.26



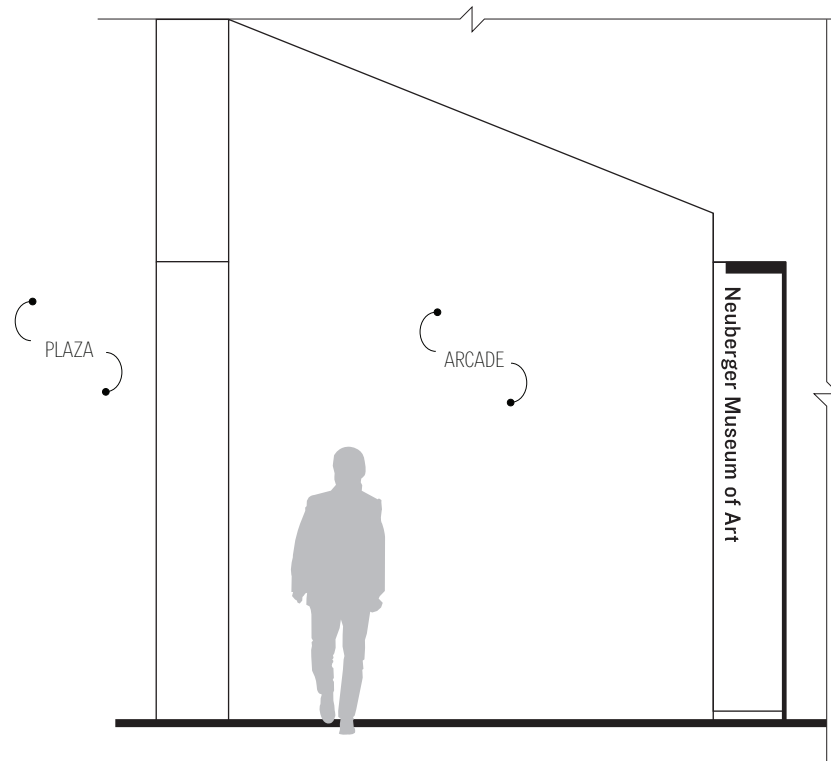
1 Graphic Layout - Sign Type N1
3/4" = 1'-0"



2 Elevation - Sign Type N1
3/4" = 1'-0"



3 Plan - Sign Type N1
3/4" = 1'-0"



4 Installation Elevation - Sign Type N1 (Typical)
1/4" = 1'-0"

2 12

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Project No.	SUNY_PUR-008
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Purchase College	
Wayfinding Master Plan	

Drawing Title

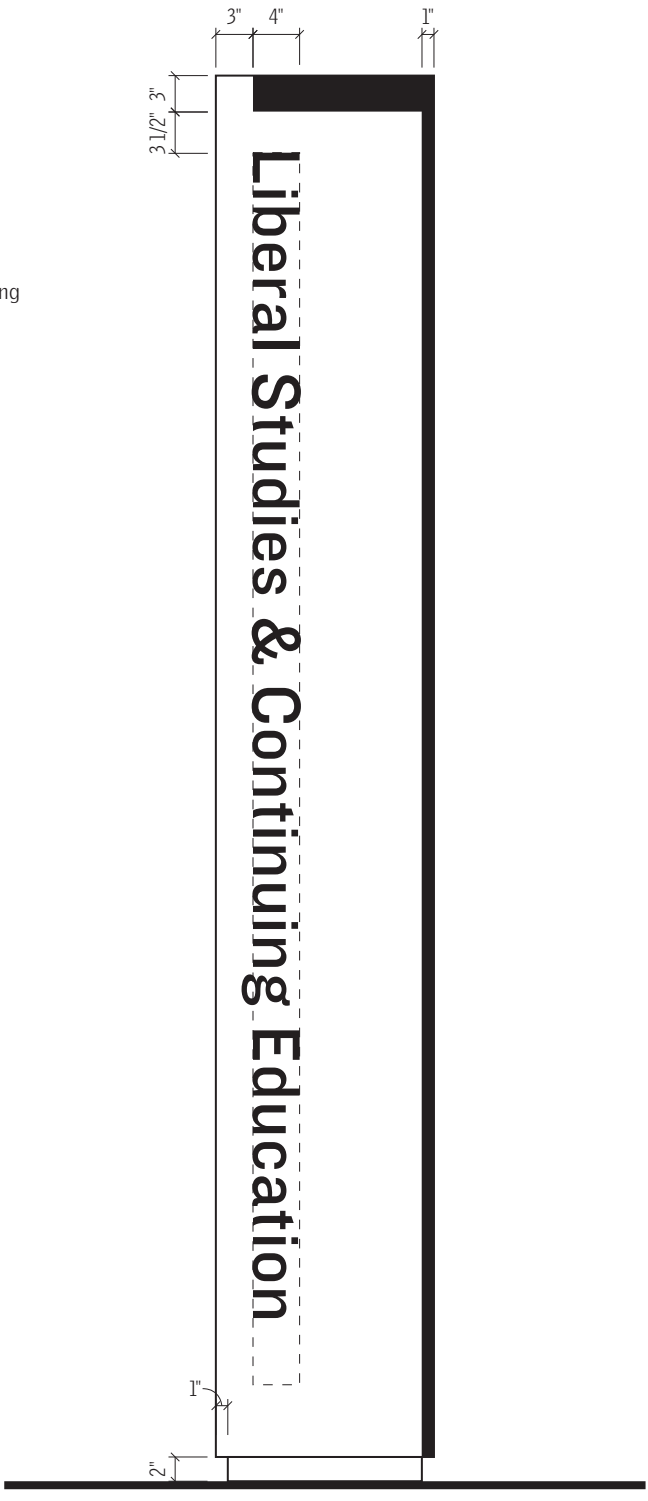
Sign Type N1
Building Identification,
Column Mounted

Drawing No.

CID.28

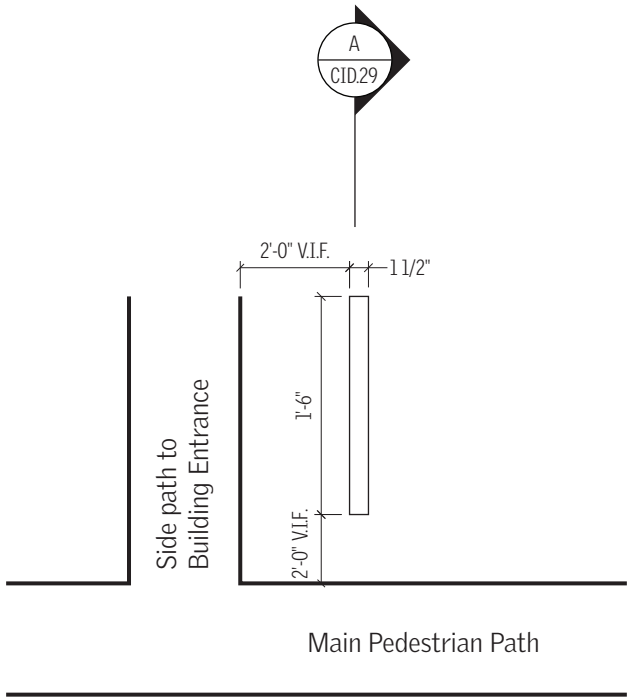


1 Graphic Layout - Sign Type N2
3/4" = 1'-0"

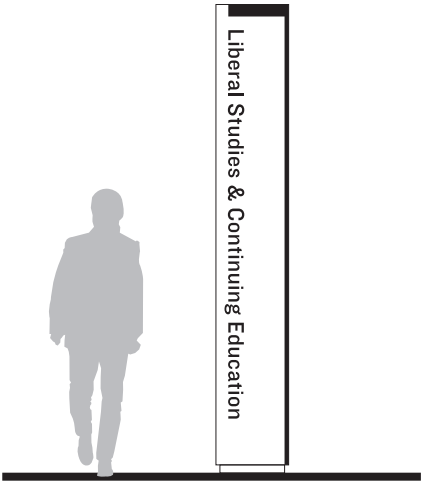


2 Elevation - Sign Type N2
3/4" = 1'-0"

INSTALLATION NOTE
Final placement of sign to be verified in field with client prior to installation.
SIGN MESSAGE NOTE
Both sides of sign type to display message. Message Layout identical on both sides.



3 Plan - Sign Type N2
3/4" = 1'-0"



4 Installation Elevation - Sign Type N2 (Typical)
1/4" = 1'-0"

212

TWO TWELVE

902 BROADWAY
FLOOR 20
NEW YORK, NY
10010/6002
212 254/6670 T
212 254/6614 F

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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

Purchase College
Wayfinding Master Plan

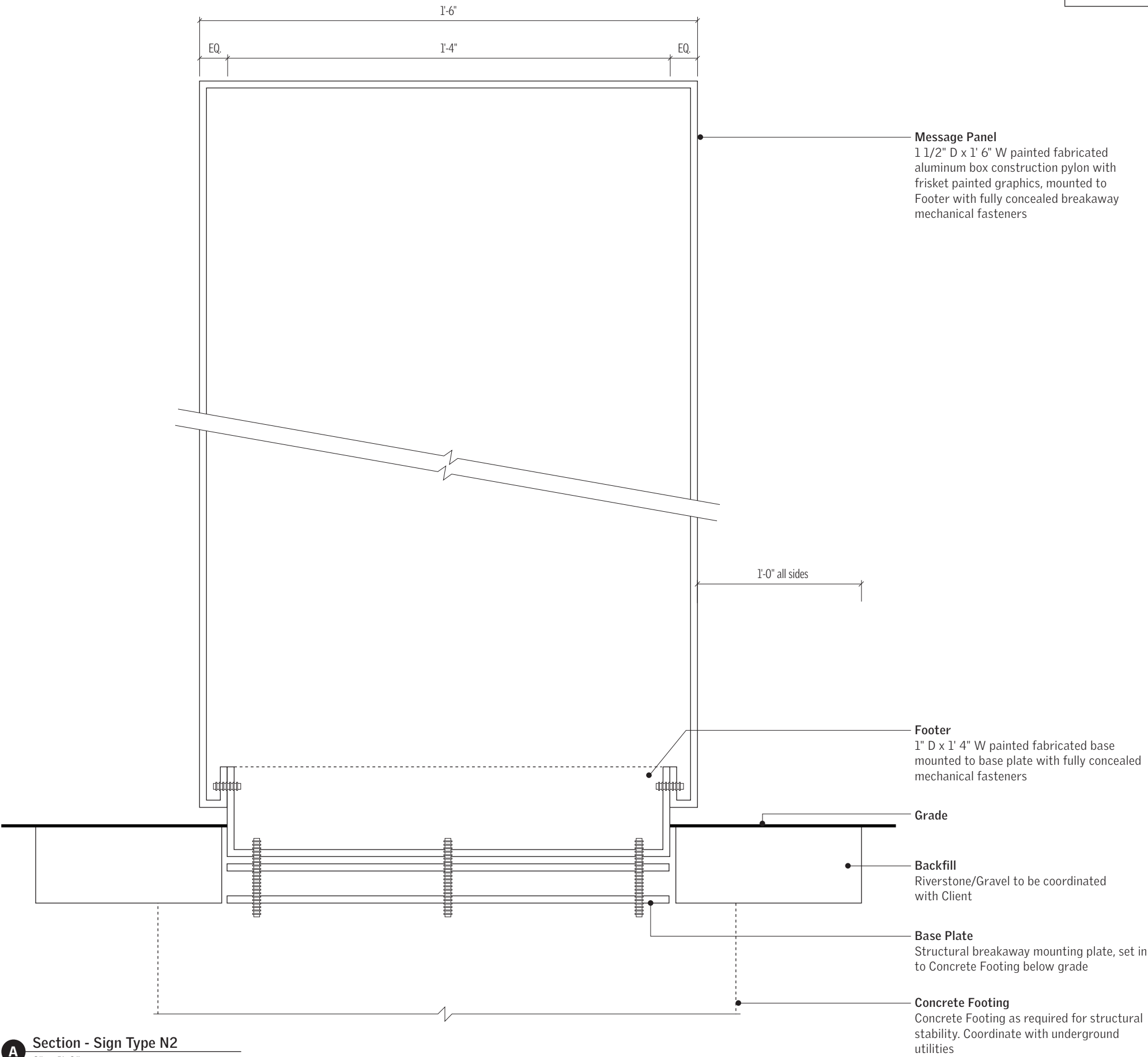
Drawing Title

Sign Type N2
Building Identification,
Freestanding

Drawing No.

CID.29

INSTALLATION NOTE
Final placement of sign to be verified in field with client prior to installation.



A Section - Sign Type N2
3" = 1'-0"

212

TWO TWELVE

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NEW YORK, NY
10010/6002
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No.	Revisions
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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title

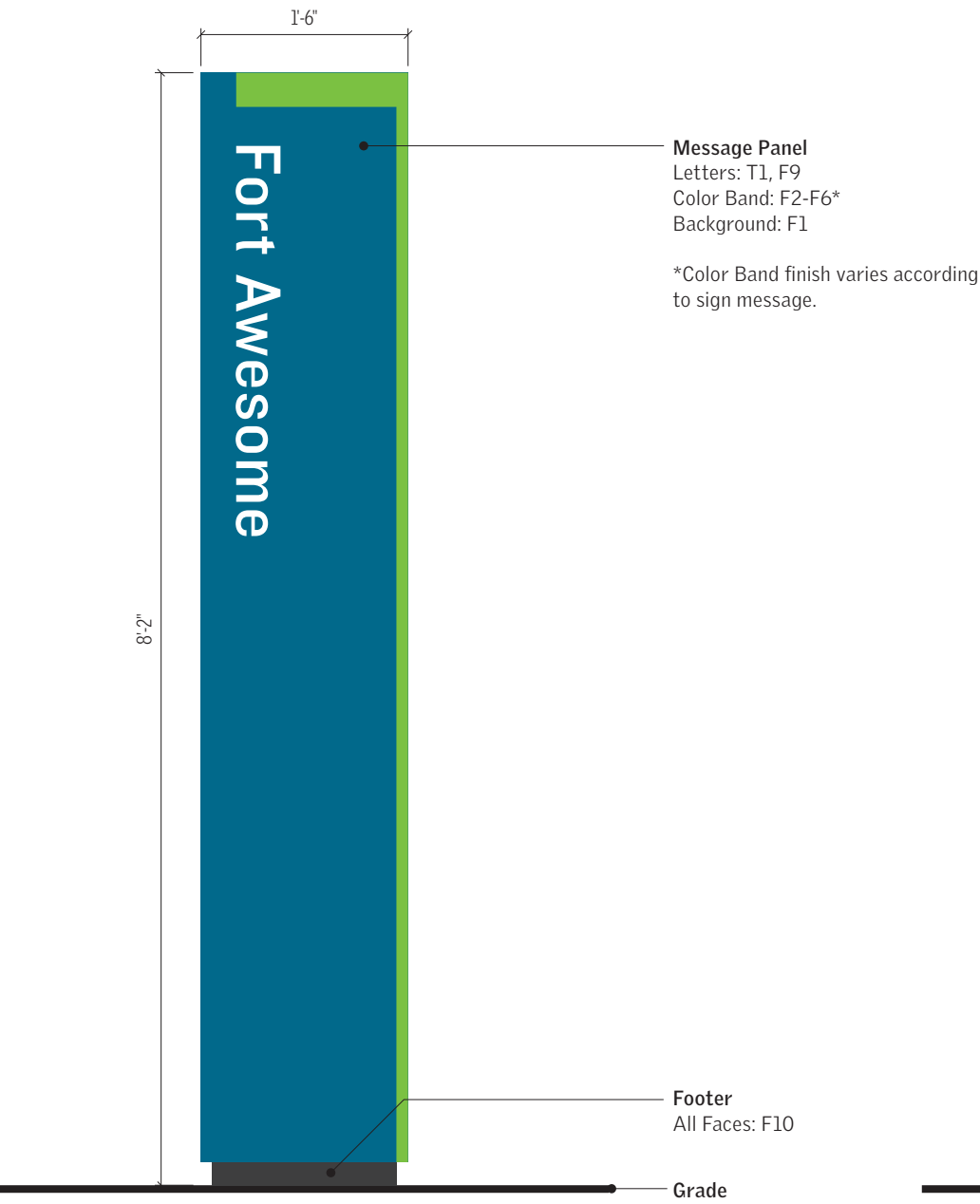
Purchase College
Wayfinding Master Plan

Drawing Title

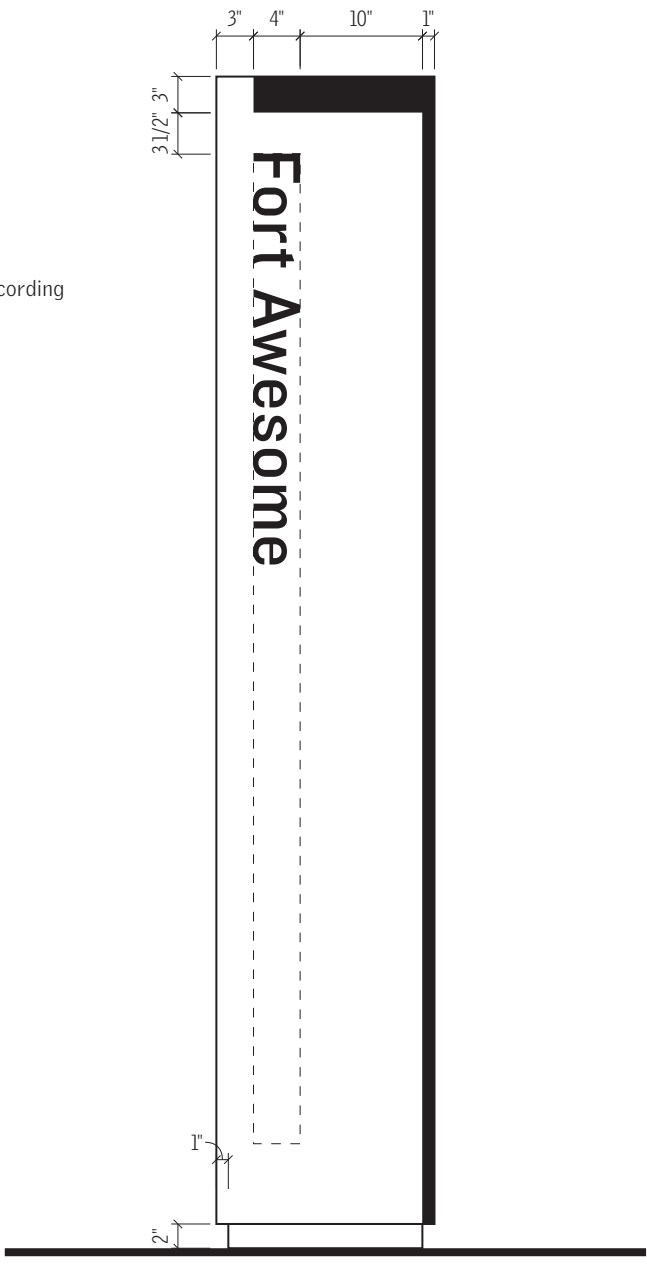
**Sign Type N2
Building Identification,
Freestanding**

Drawing No.

CID.30



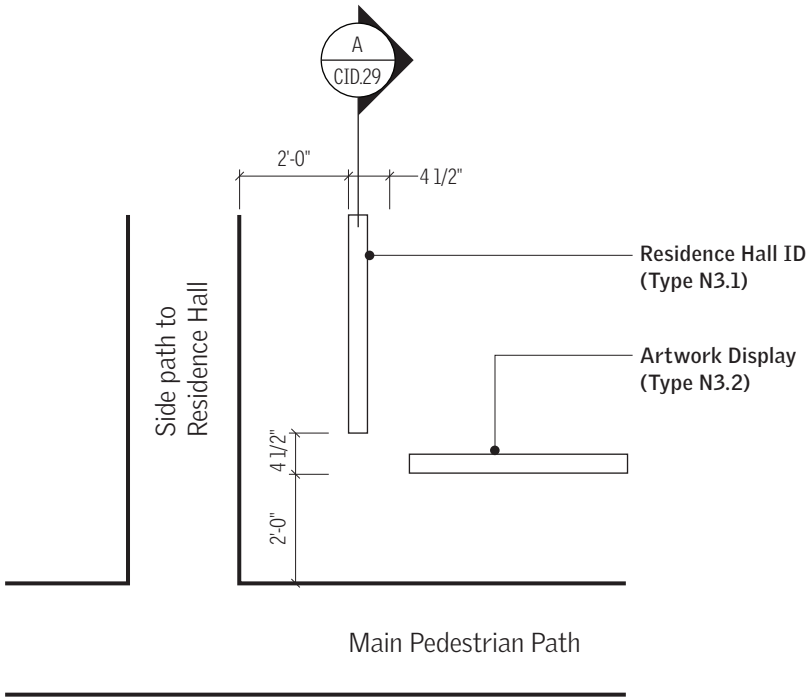
1 Graphic Layout - Sign Type N3.1 (Residence Hall ID)
3/4" = 1'-0"



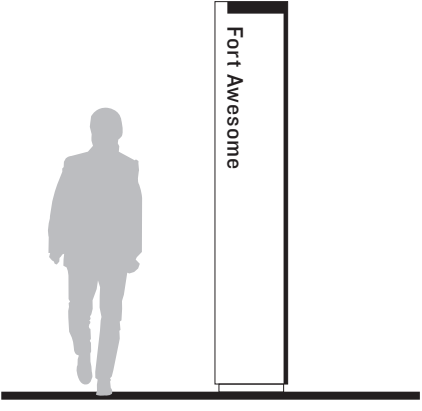
2 Elevation - Sign Type N3.1 (Residence Hall ID)
3/4" = 1'-0"

INSTALLATION NOTE
Final placement of sign to be verified in field with client prior to installation.

SIGN MESSAGE NOTE
Both sides of sign type to display message. Message Layout identical on both sides.



3 Installation Plan - Sign Type N3.1
3/4" = 1'-0"



4 Installation Elevation - Sign Type N3.1 (Residence Hall ID, Typical)
1/4" = 1'-0"

212

TWO TWELVE

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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

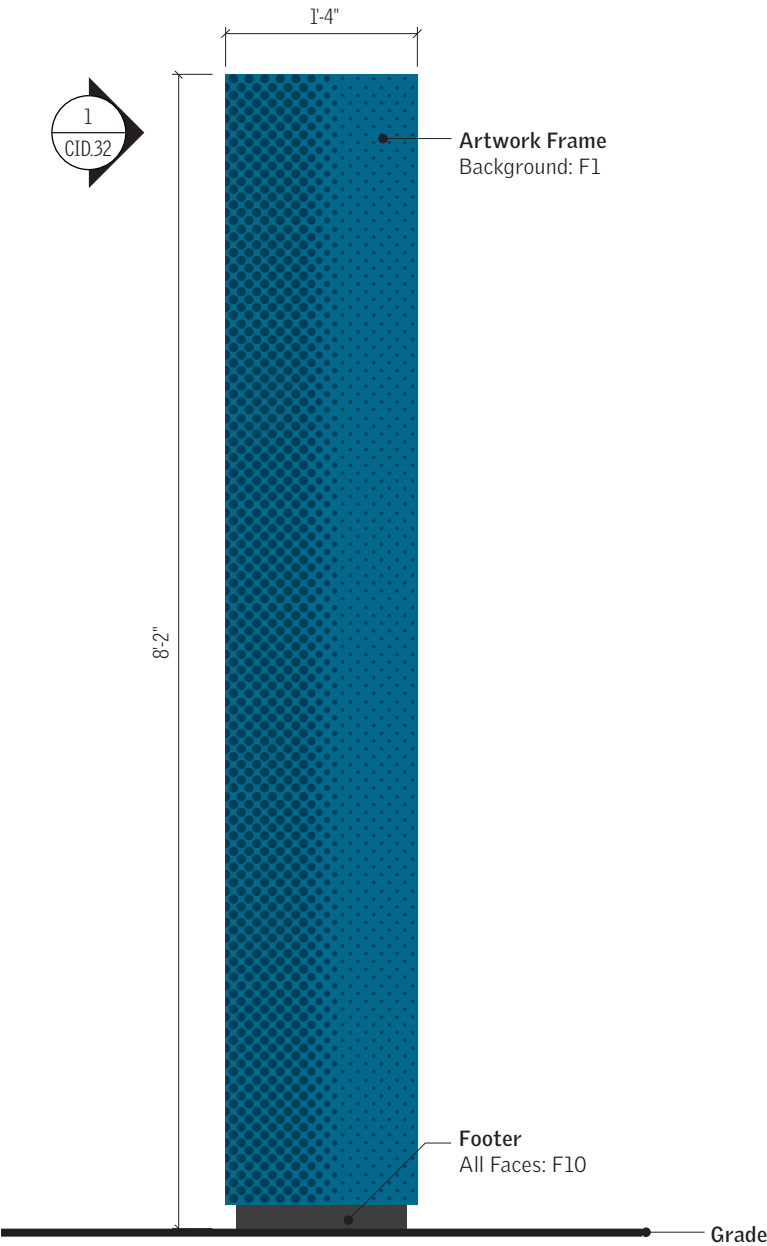
Purchase College
Wayfinding Master Plan

Drawing Title

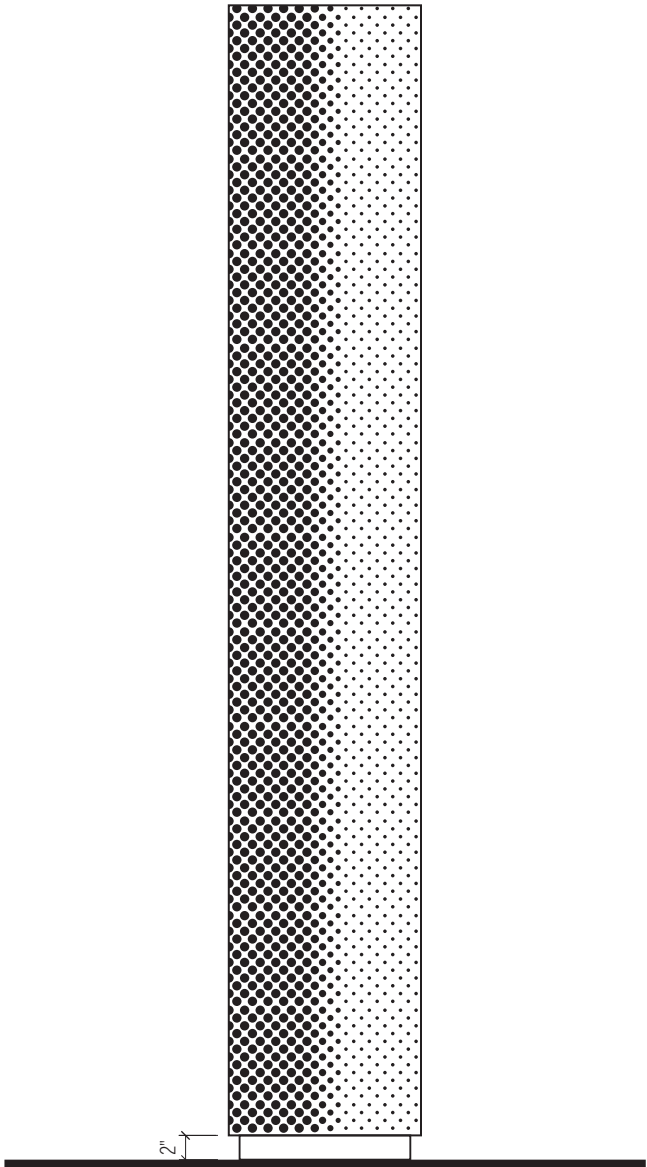
Sign Type N3.1
Residence Identification

Drawing No.

CID.31



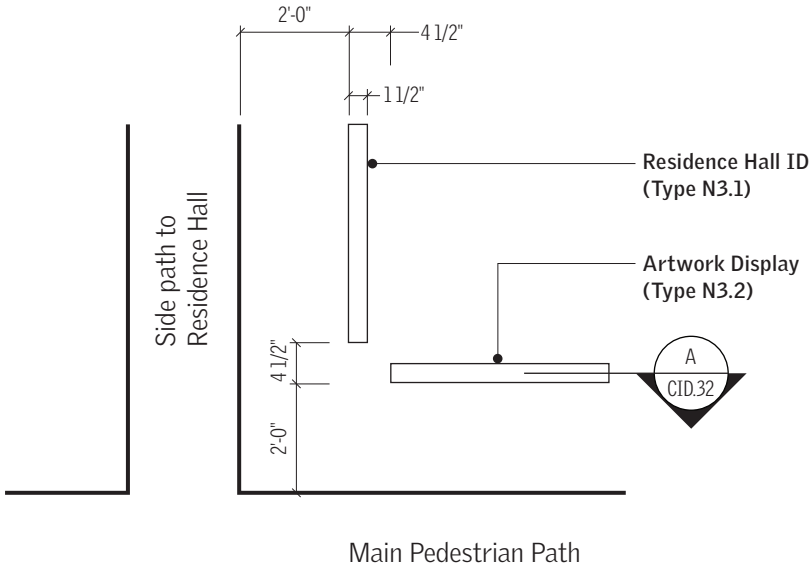
1 Graphic Layout - Sign Type N3.2 (Artwork Display)
3/4" = 1'-0"



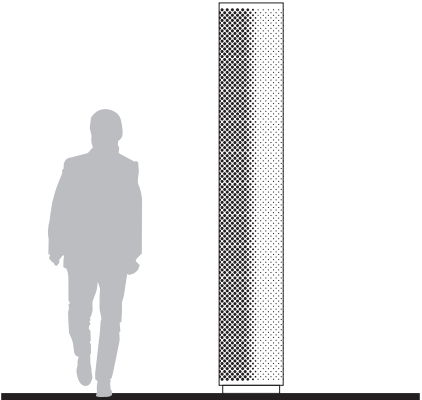
2 Elevation - Sign Type N3.2 (Artwork Display)
3/4" = 1'-0"

INSTALLATION NOTE

Final placement of sign to be verified in field with client prior to installation.



3 Installation Plan - Sign Type N3.2 (Artwork Display)
3/4" = 1'-0"



4 Installation Elevation - Sign Type N3.2 (Artwork Display, Typical)
1/4" = 1'-0"

212

TWO TWELVE

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FLOOR 20
NEW YORK, NY
10010/6002
212 254/6670 T
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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

Purchase College
Wayfinding Master Plan

Drawing Title

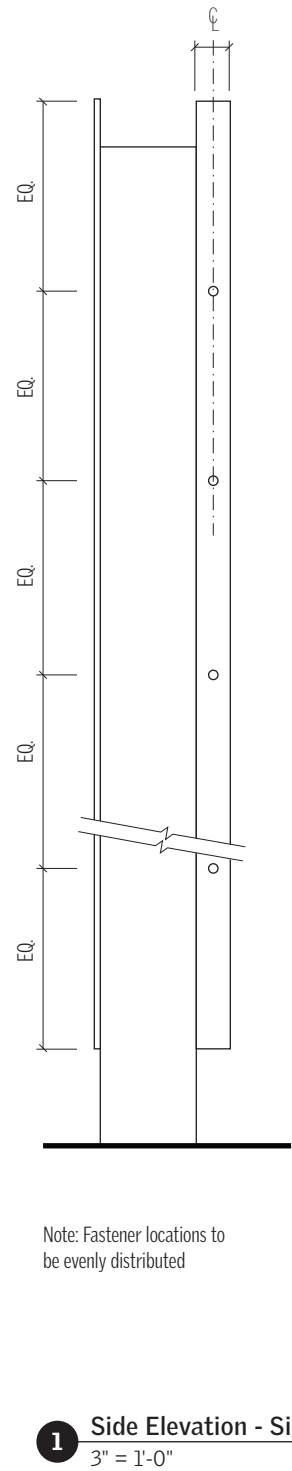
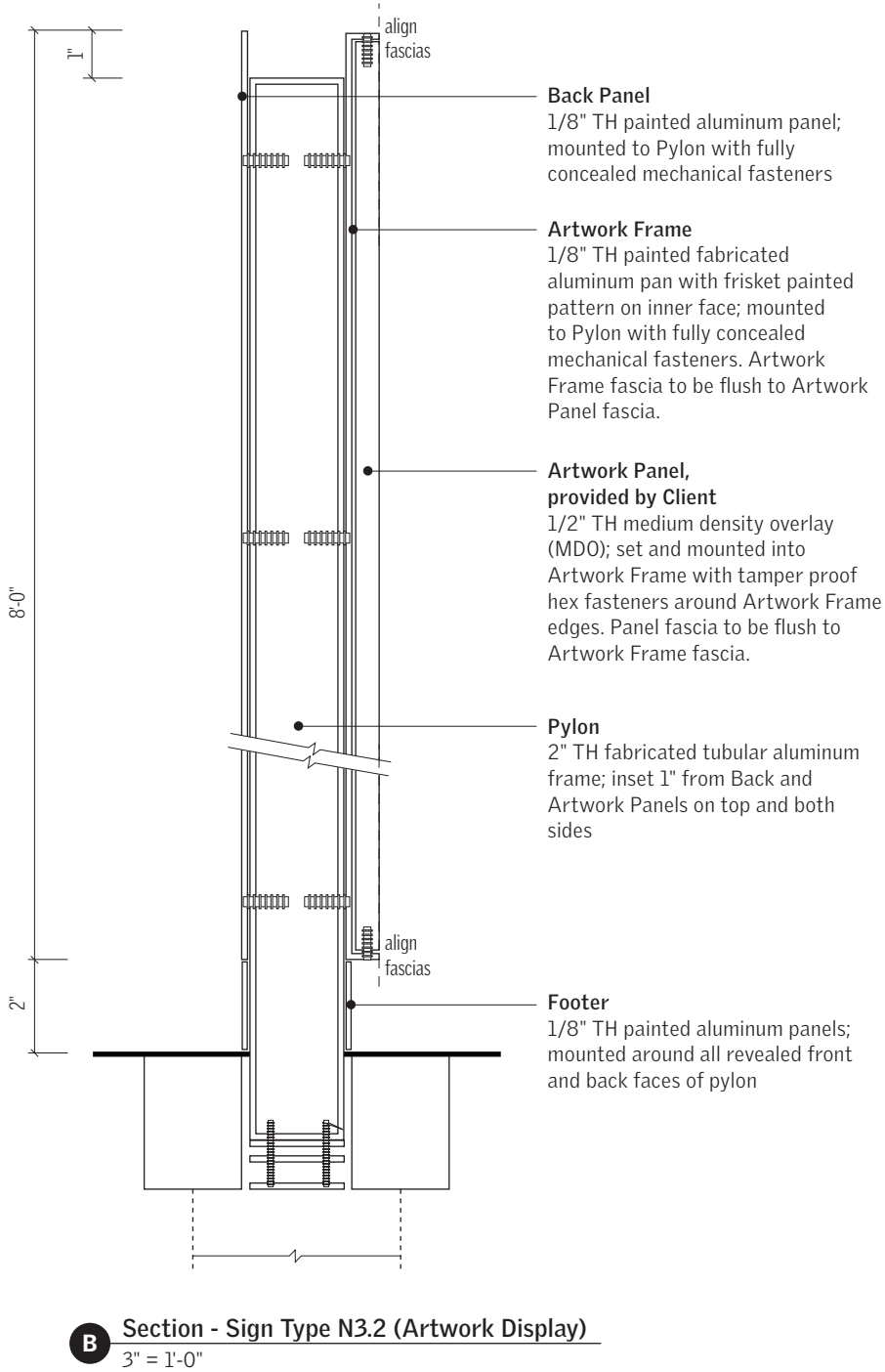
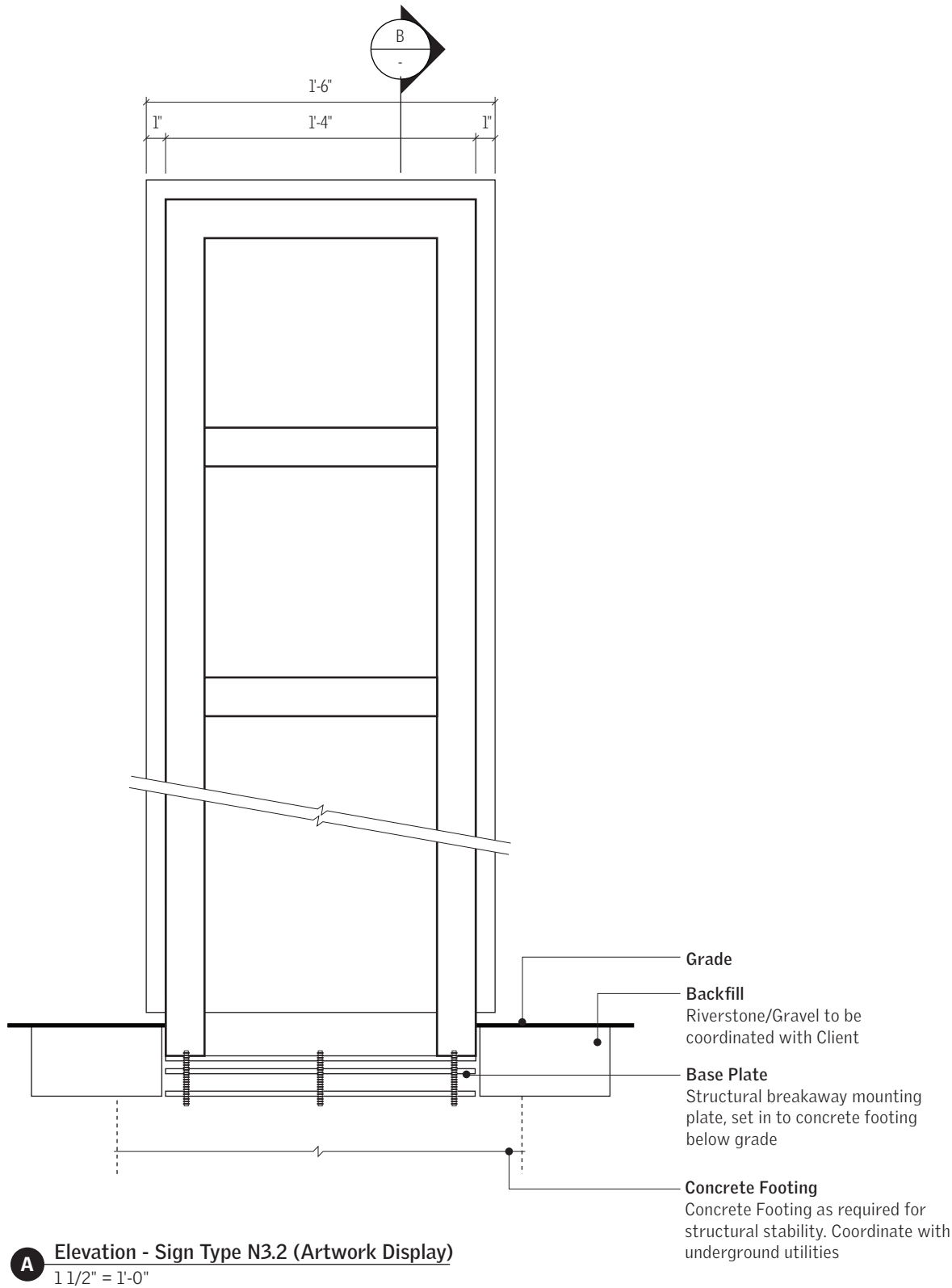
**Sign Type N3.2
Residence Identification**

Drawing No.

CID.32

INSTALLATION NOTE

Final placement of sign to be verified in field with client prior to installation.



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TWO TWELVE

902 BROADWAY
FLOOR 20
NEW YORK, NY
10010/6002
212 254/6670 T
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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

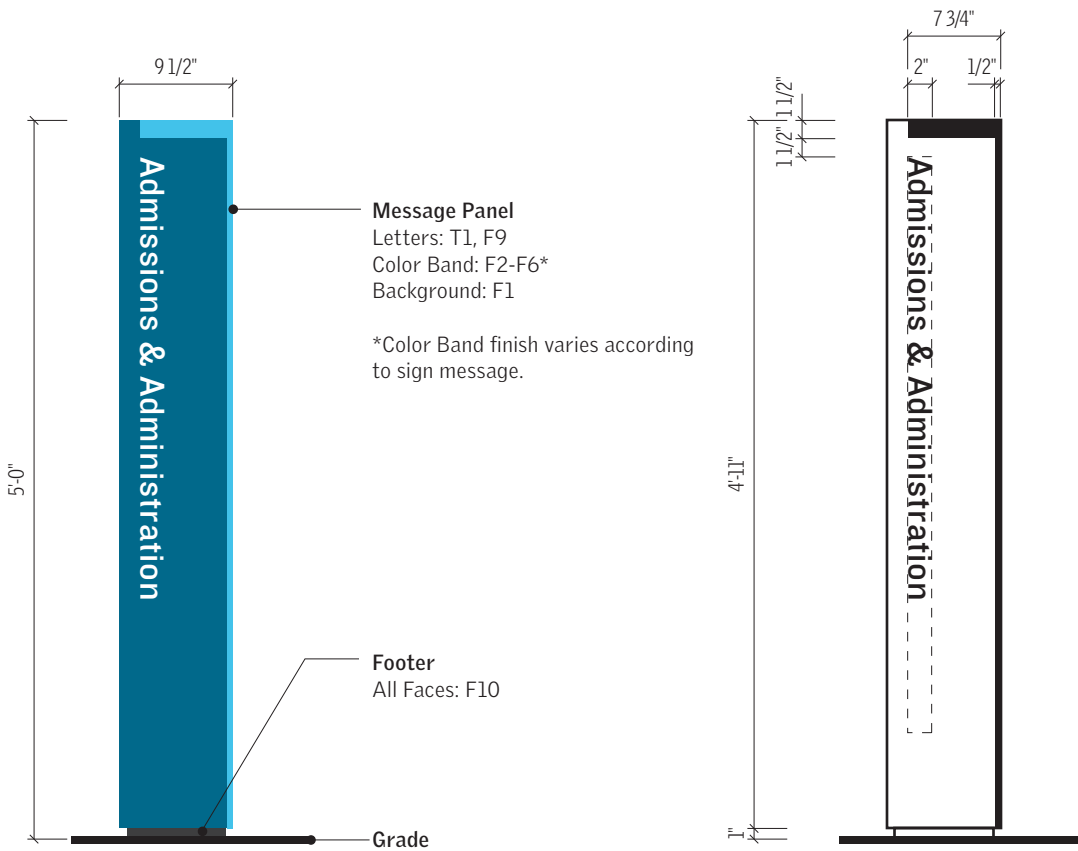
Purchase College
Wayfinding Master Plan

Drawing Title

Sign Type N3.2
Residence Identification

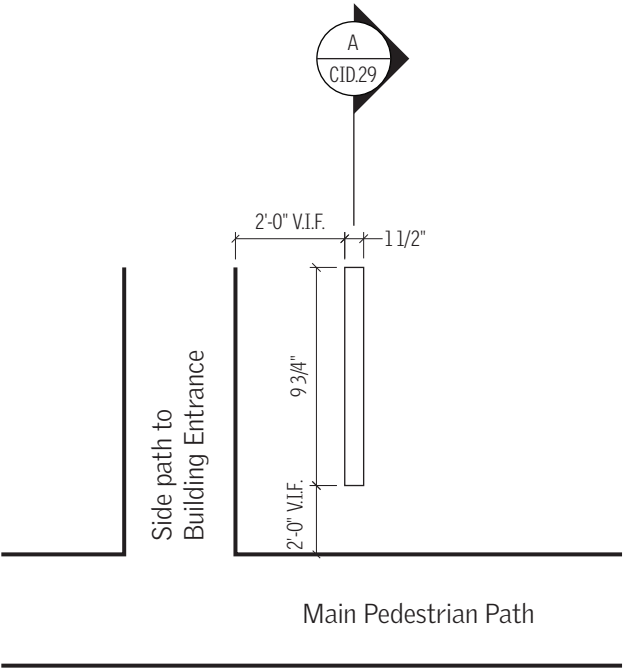
Drawing No.

CID.33

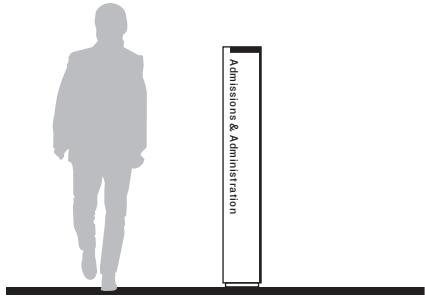


1 Graphic Layout - Sign Type N4
3/4" = 1'-0"

2 Elevation - Sign Type N4
3/4" = 1'-0"



3 Plan - Sign Type N2
3/4" = 1'-0"



4 Installation Elevation - Sign Type N4
1/4" = 1'-0"

INSTALLATION NOTE
Final placement of sign to be verified in field with client prior to installation.
SIGN MESSAGE NOTE
Both sides of sign type to display message. Message Layout identical on both sides.

212

TWO TWELVE

902 BROADWAY
FLOOR 20
NEW YORK, NY
10010/6002
212 254/6670 T
212 254/6614 F

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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

Purchase College
Wayfinding Master Plan

Drawing Title

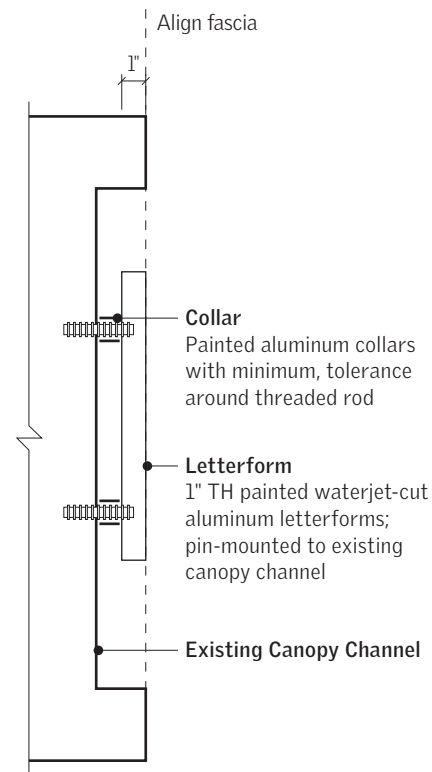
Sign Type N4
Building Identification,
Heritage

Drawing No.

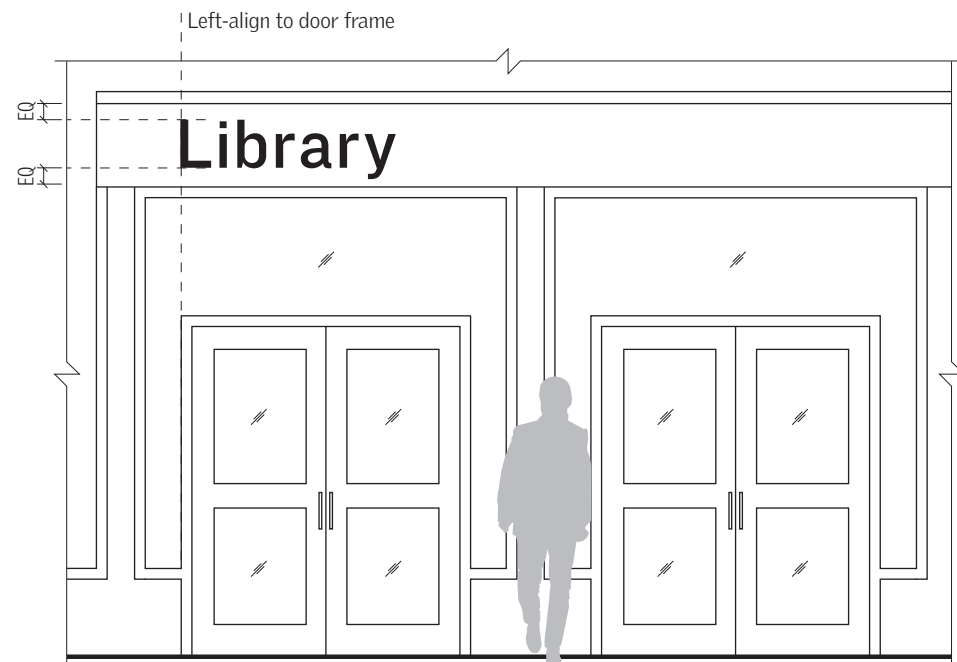
CID.34



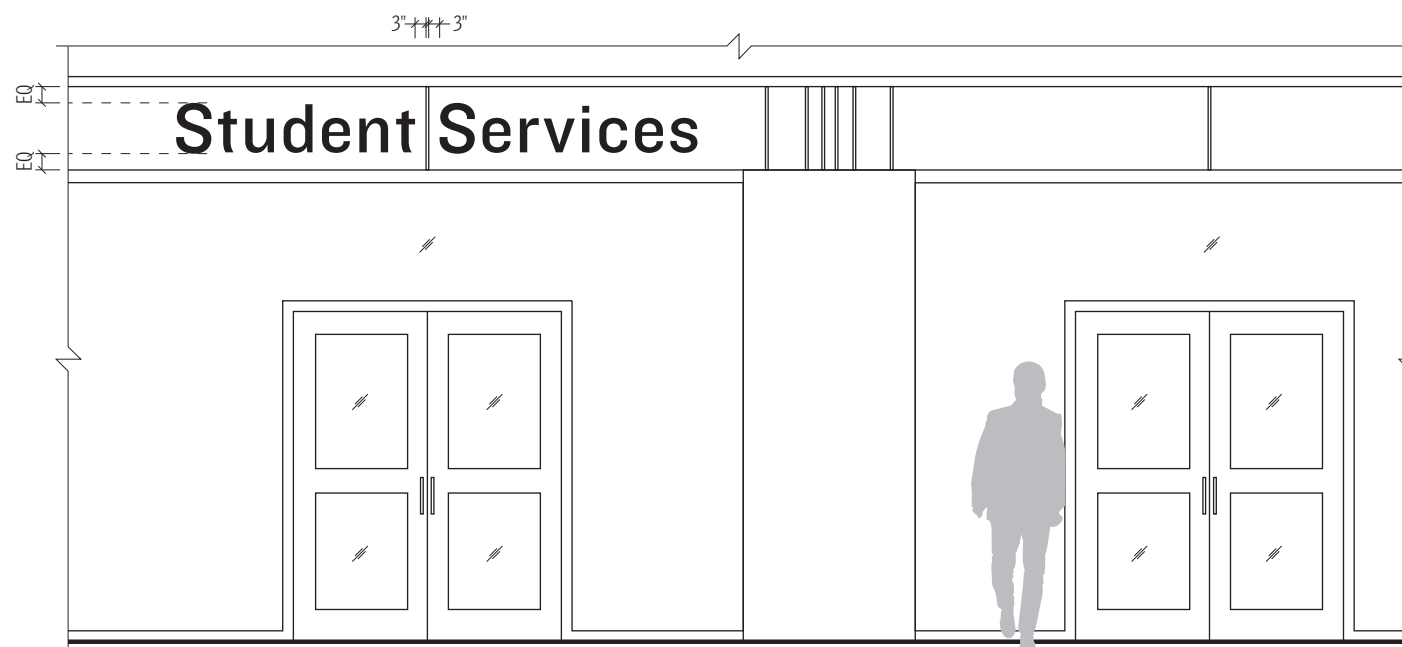
1 Graphic Layout - Sign Type P1
1 1/2" = 1'-0"



A Section - Sign Type P1
1 1/2" = 1'-0"



2 Installation Elevation - Sign Type P1 (Library)
1/4" = 1'-0"



3 Installation Elevation - Sign Type P1 (Student Services)
1/4" = 1'-0"

212

TWO TWELVE

902 BROADWAY
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No.	Revisions
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Date	19 February 2015
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Project No.	SUNY_PUR-008
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Phase	100% CID
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Project Title

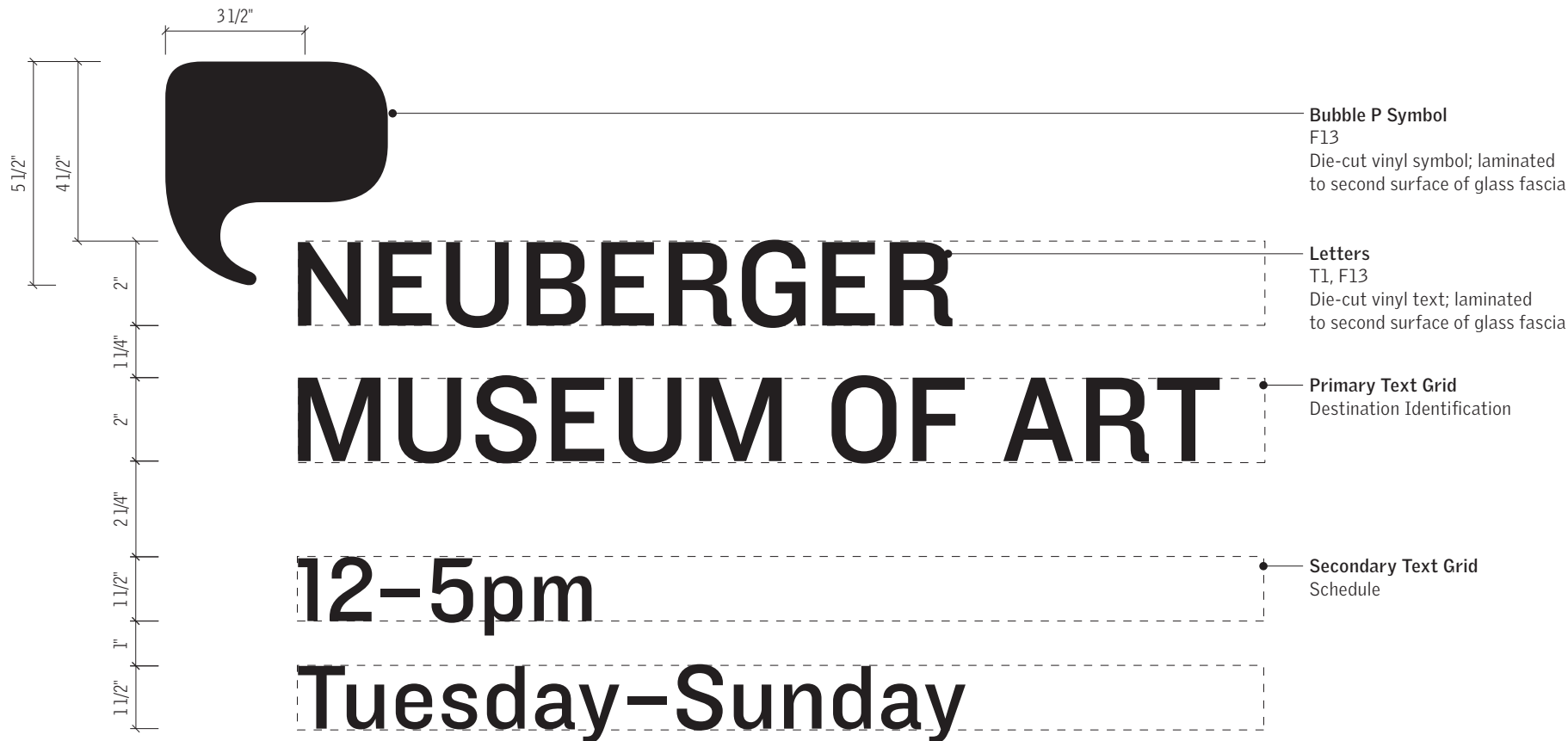
Purchase College
Wayfinding Master Plan

Drawing Title

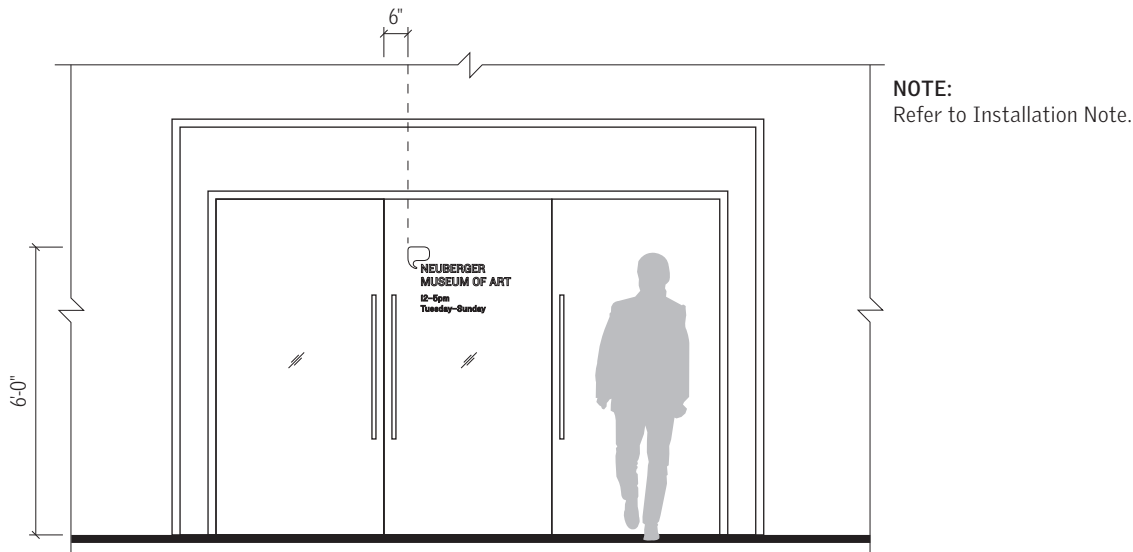
Sign Type P1
Building Identification,
Pin Letters

Drawing No.

CID.35



1 **Graphic Layout - Sign Type Q1**
3" = 1'-0"



2 **Installation Elevation - Sign Type Q1 (Typical)**
1/4" = 1'-0"

INSTALLATION NOTE

Installation elevation is for general reference only.
Signage Contractor to field-verify and document all door conditions (images/dimensions) prior to preparation of shop drawings.

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TWO TWELVE

902 BROADWAY
FLOOR 20
NEW YORK, NY
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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

Purchase College
Wayfinding Master Plan

Drawing Title

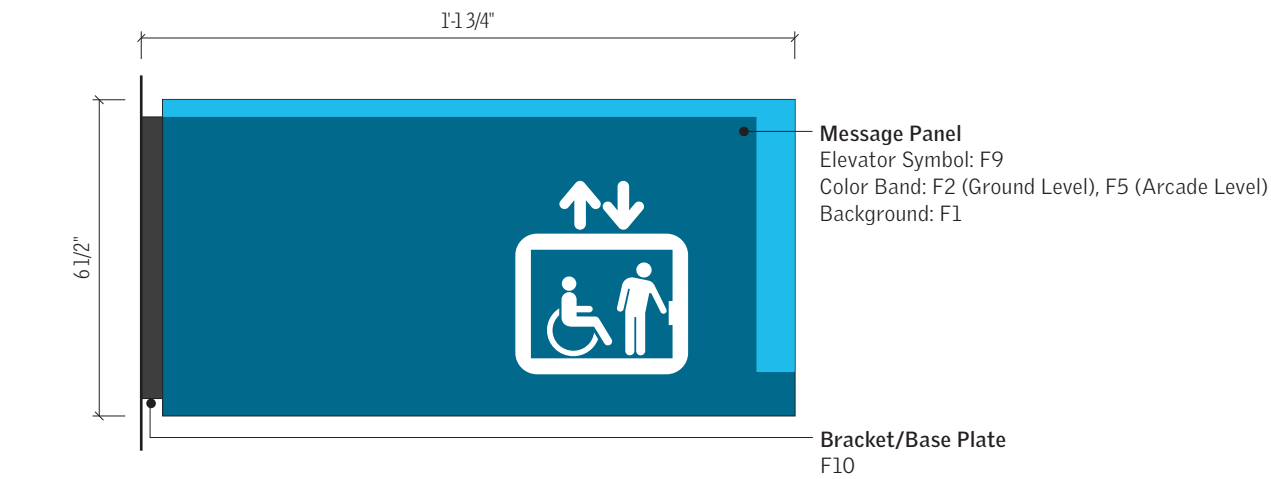
Sign Type Q1
Building Entrance
Information

Drawing No.

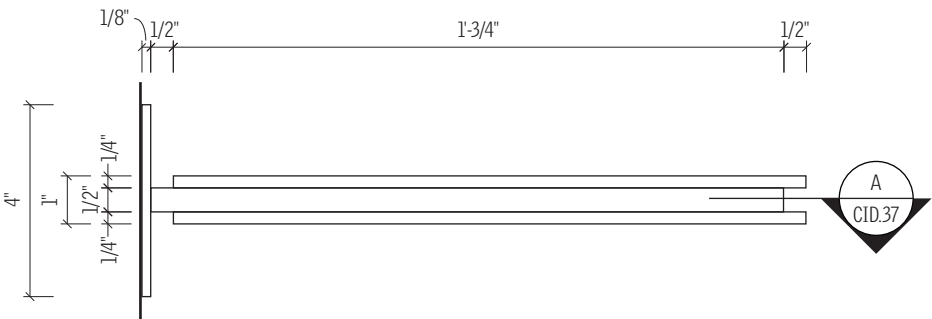
CID.36

SIGN TYPE PROGRAMMING NOTE

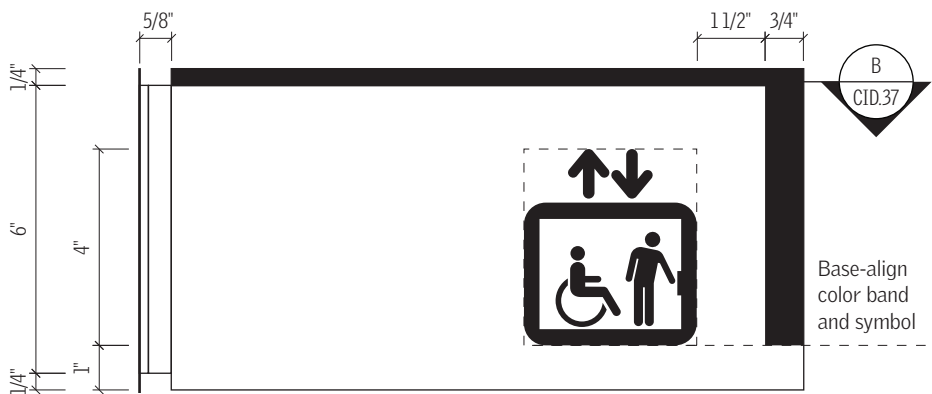
This sign type is double-sided with messages/graphics on both Message Panels. Typographic specifications for Side 2 are to match those identified on Side 1. Color Band is always oriented away from post.



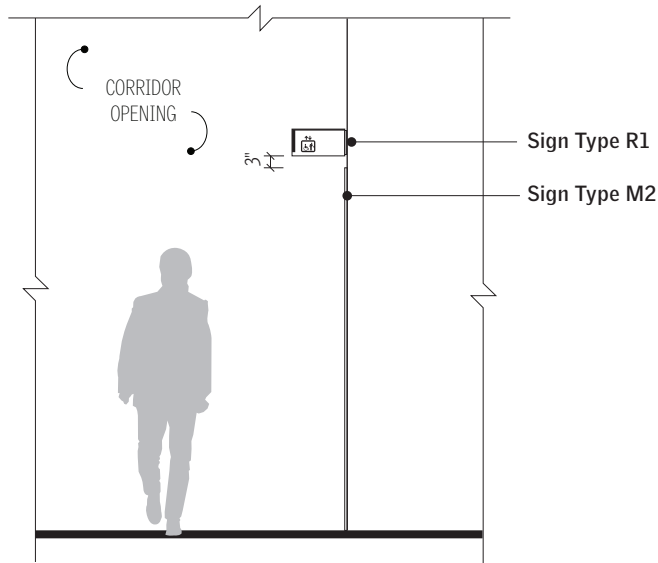
1 Graphic Layout - Sign Type R1
3" = 1'-0"



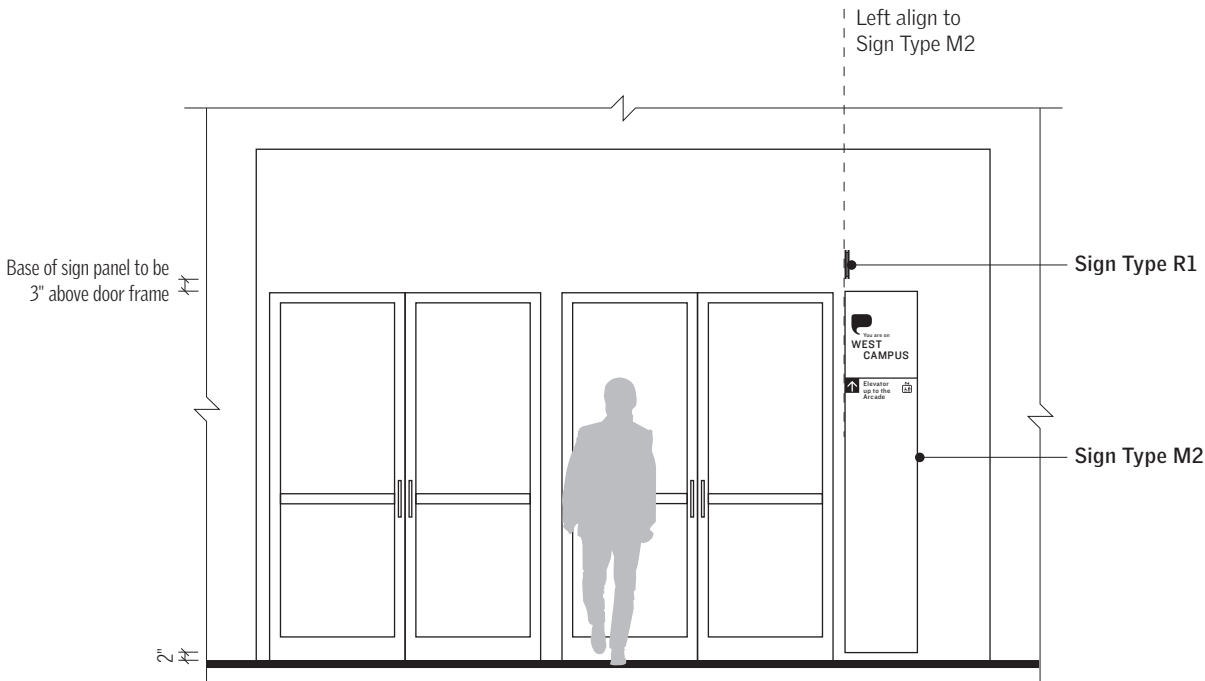
2 Plan - Sign Type R1
3" = 1'-0"



3 Elevation - Sign Type R1
3" = 1'-0"



4 Installation Elevation - Sign Type R1 (Typical)
1/4" = 1'-0"



5 Side Installation Elevation - Sign Type R1 (Typical)
1/4" = 1'-0"

212

TWO TWELVE

902 BROADWAY
FLOOR 20
NEW YORK, NY
10010/6002
212 254/6670 T
212 254/6614 F

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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

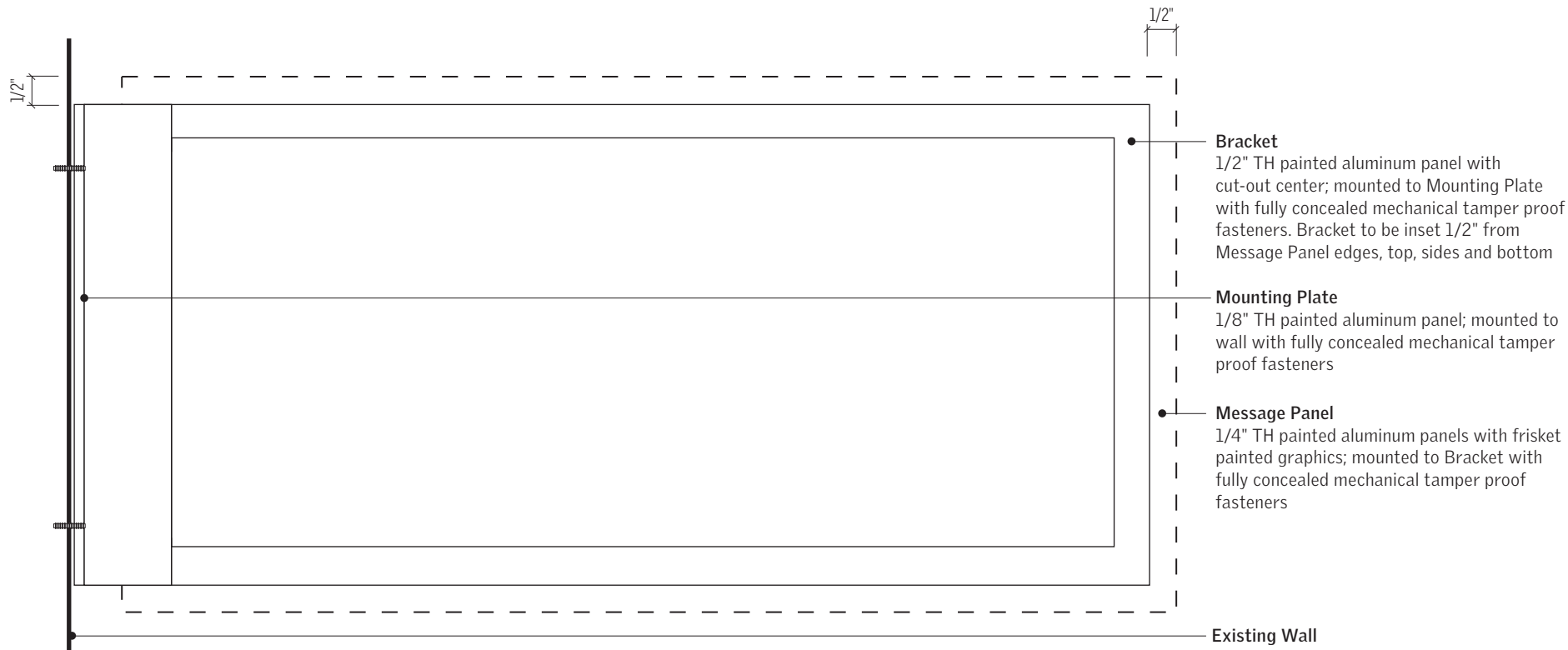
Purchase College
Wayfinding Master Plan

Drawing Title

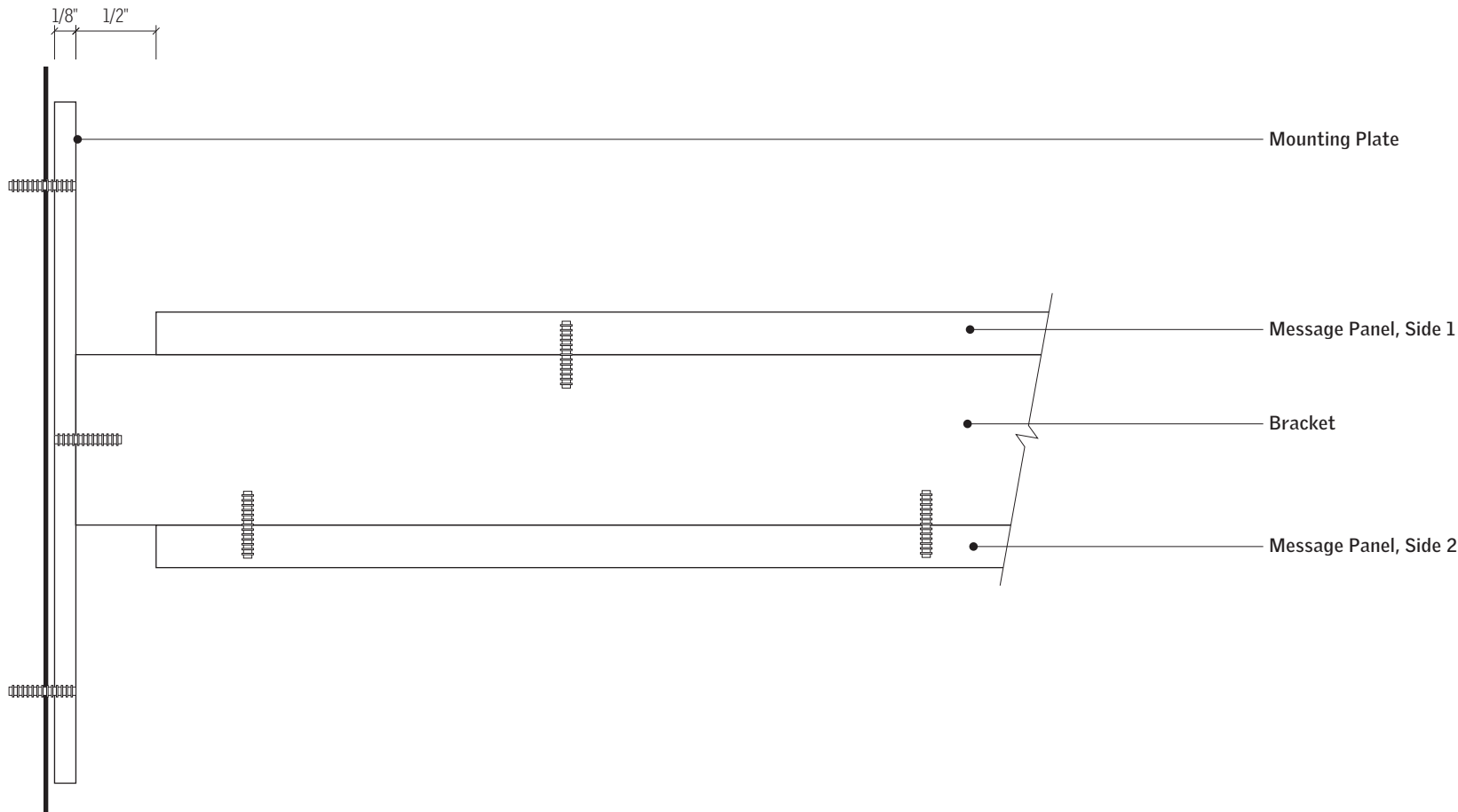
Sign Type R1
Elevator Flag Identification

Drawing No.

CID.37



A Section - Sign Type R1
6" = 1'-0"



B Section - Sign Type R1
1:1

212

TWO TWELVE

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NEW YORK, NY
10010/6002
212 254/6670 T
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No. Revisions

Date 19 February 2015

Project No. SUNY_PUR-008

Phase 100% CID

Project Title

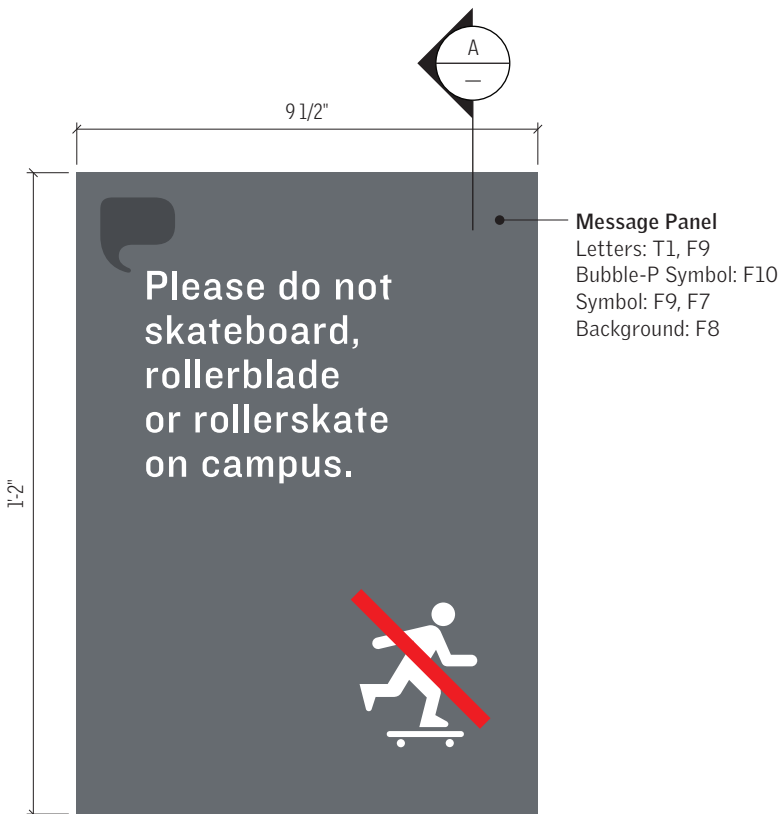
Purchase College
Wayfinding Master Plan

Drawing Title

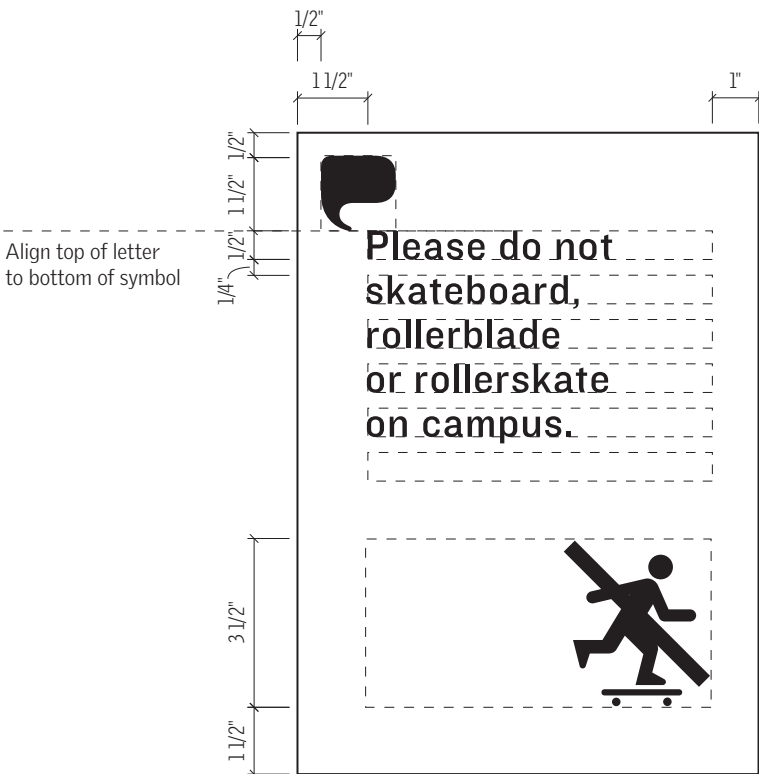
**Sign Type R1
Elevator Flag Identification**

Drawing No.

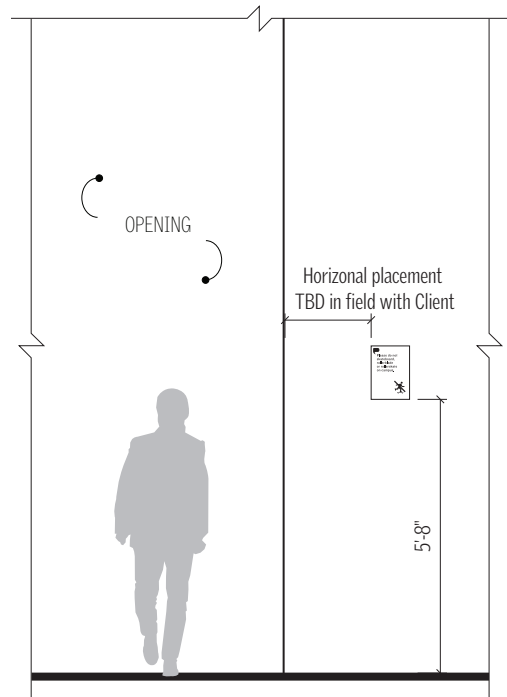
CID.38



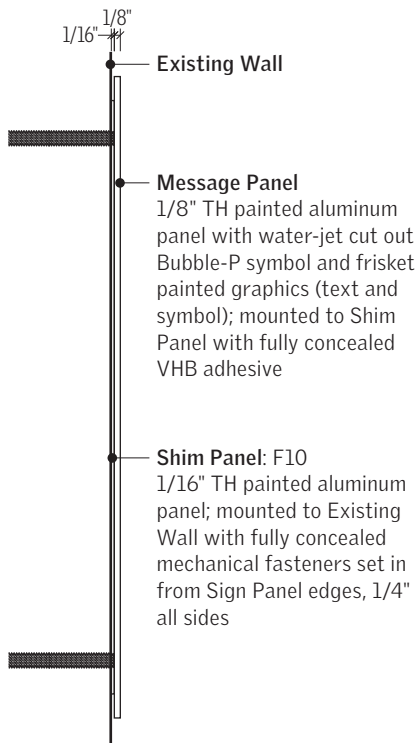
1 Graphic Layout - Sign Type T1
3" = 1'-0"



2 Elevation - Sign Type T1
3" = 1'-0"



3 Installation Elevation - Sign Type T1 (Typical)
1/4" = 1'-0"



A Section - Sign Type T1
3" = 1'-0"

INSTALLATION NOTE

Final placement and quantities of sign type to be verified in field with client prior to installation.

SIGN TYPE PROGRAMMING NOTE

Programming for this sign type — including sign type quantities, messages, and locations — are not identified in Contract Documents. Signage Bidder to provide fabrication/installation costs for quantities of one (1), ten (10), and twenty five (25).

2 12

TWO TWELVE

**902 BROADWAY
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NEW YORK, NY
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No. Revisions

Date 19 February 2015
Project No. SUNY_PUR-008
Phase 100% CID

Project Title
Purchase College
Wayfinding Master Plan

Drawing Title

**Sign Type T1
Pedestrian Regulatory,
Wall Mounted**

Drawing No.

CID.40