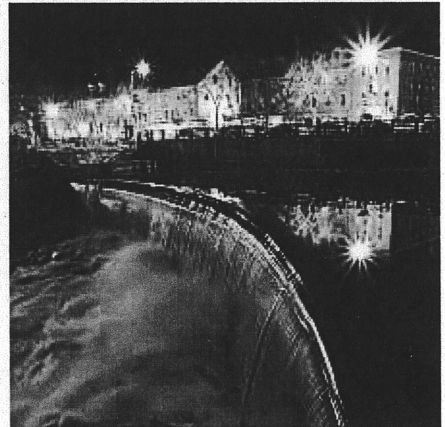
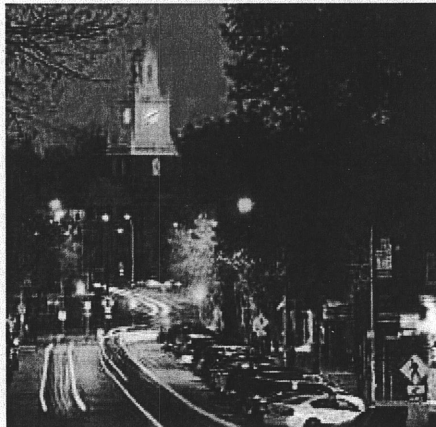
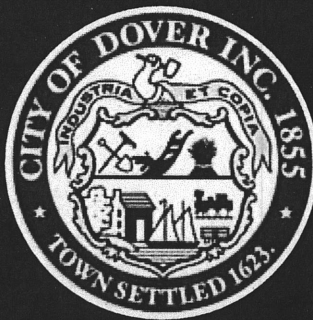
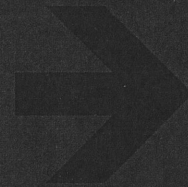


Proposal:

City of Dover, New Hampshire
Request for Proposal B20048
Wayfinding & Information System
L&H Companies Response





L&H Companies

Sign Development | Merchandising Systems

L&H Sign Company
L&H Merchandising Systems

Date: March 31th 2020

To: Libby Simmons
Purchasing Agent
l.simmons@dover.nh.gov
City of Dover, NH
288 Central Ave Dover, NH 03820

From: Carmen Heinly
Sales Executive
L&H Companies, 425 North 3rd Street, Reading, PA 19601
1422 South Tryon Street Charlotte, NC 28280
T 610.393.7119
carmenh@lhsigns.com

Re: City of Dover Wayfinding and Information System

Opening Statement

On behalf of L&H Companies I am pleased to provide our proposal to engineer, fabricate and install the exterior signage and wayfinding program for the City of Dover. We have based our proposal off the provided design intent drawings, project manual, RFI responses, and addendum documents issues. We have also reviewed the Terms and Conditions, Sample Agreement and Vendor Application provided.

Included within this proposal is the required submittals for pricing sheet, bid bond, overview of company capabilities, proposed project team and additional information as we see relevant to your overall evaluation of our company. L&H has been a provider of custom architectural signage programs on a national scale for nearly thirty years, we have included several examples of recently completed projects for your review.

Should L&H be awarded this project, we will move expeditiously into engineered shop drawings to finalize construction methods and confirm terminology. The next steps through project completion are detailed in the proposed plan of action. As requested, we will align this signage rollout to correspond with the timeline included in the RFP, including completion for July 22nd 2020.

Should you have any questions related to the overall project or the pricing submittal, please contact me direct by phone or email listed below. We look forward to the opportunity to working with your team at the City of Dover in executing a successful signage program that leaves locals and visitors with a positive impression of Dover, New Hampshire.

Cordially yours,

Carmen Heinly
610.393.7119
carmenh@lhsigns.com



Bid Form

The following pages include:

Bid Documents

Project Schedule



CITY OF DOVER

REQUEST FOR BID, PROPOSAL, QUOTATION

Request Type: Proposal Number: B20048
 Title: **Wayfinding and Information System**
 Date: March 4, 2020

CONTACT INFORMATION: Proposer must complete the following: By signing this proposal form you are attesting to your awareness and agreement with proposal terms and conditions. I certify that I am authorized to sign this form for the Proposer.

Official Entity Name	L&H Signs, Inc	FOB Information:	Dover NH
Address:	425 N 3rd Street		
City, State, Zip	Reading, PA 19601		
Email address:	carmenh@lhsigns.com	State of Incorporation	PA
Date:	3/31/2020	SSN or EIN:	232792502
Telephone #:	610-393-7119	Fax #:	
Signature:	<i>CA</i>	Title:	Business Development

We, the undersigned have declined to submit a proposal for:

- Insufficient time to respond*
- We do not offer this product or service*
- Our schedule would not permit us to perform*
- Unable to meet specifications*
- Unable to meet bond requirements*
- Unable to meet insurance requirements*
- Specifications too stringent (explain below)*
- Other*

NO BID

City Wayfinding System Dover, NH
 Fabrication+Installation Pricing Matrix 24 February 2020

City Sign System – Project Pricing									
Qty	Type	Description	Unit Fabrication	Unit Installation	Unit Total	Combined Fabrication	Combined Installation	Combined Total	
1	G1.0	Primary Gateway > arc grid/freestanding	\$ 13,148.00	\$ 5,874.00	\$ 19,022.00	\$ 13,148.00	\$ 5,874.00	\$ 19,022.00	
6	G2.0	Secondary Gateway > freestanding	\$ 3,812.00	\$ 1,896.00	\$ 5,708.00	\$ 22,872.00	\$ 11,376.00	\$ 34,248.00	
		add/alt. option: breakaway base	\$ 1,141.00	\$ 380.00	\$ 1,521.00	\$ -	\$ -	\$ -	
8	D1.0	Primary Directional > freestanding	\$ 3,930.00	\$ 1,896.00	\$ 5,826.00	\$ 31,440.00	\$ 15,168.00	\$ 46,608.00	
		add/alt. option: breakaway base	\$ 1,141.00	\$ 380.00	\$ 1,521.00	\$ -	\$ -	\$ -	
1	D1-4	Primary Directional > panel only: on existing mast arm post	\$ 1,809.00	\$ 570.00	\$ 2,379.00	\$ 1,809.00	\$ 570.00	\$ 2,379.00	
10	D2.0	Secondary Directional > freestanding	\$ 3,601.00	\$ 1,896.00	\$ 5,497.00	\$ 36,010.00	\$ 18,960.00	\$ 54,970.00	
11	D3.0	Tertiary Directional > freestanding	\$ 3,033.00	\$ 1,896.00	\$ 4,929.00	\$ 33,363.00	\$ 20,856.00	\$ 54,219.00	
1	D3.P	Tertiary Directional > panel only: mounted on existing post TBD	\$ 1,112.00	\$ 570.00	\$ 1,682.00	\$ 1,112.00	\$ 570.00	\$ 1,682.00	
4	D4	Parking Directional > panel only	\$ 247.00	\$ 380.00	\$ 627.00	\$ 988.00	\$ 1,520.00	\$ 2,508.00	
4	D5	Offsite Directional > panel only	\$ 327.00	\$ 380.00	\$ 707.00	\$ 1,308.00	\$ 1,520.00	\$ 2,828.00	
4	D6.0	Pedestrian Directional > freestanding	\$ 3,161.00	\$ 1,770.00	\$ 4,931.00	\$ 12,644.00	\$ 7,080.00	\$ 19,724.00	
3	V1.0	Visitor Information Table: 1). porcelain enamel graphic panels 2). high-pressure laminate graphic panels	\$ 11,164.00	\$ 2,148.00	\$ 13,312.00	\$ 33,492.00	\$ 6,444.00	\$ 39,936.00	
6	V2.1	Visitor Information Post > single-sided: 1). porcelain enamel panels 2). high-pressure laminate	\$ 4,593.00	\$ 1,516.00	\$ 6,109.00	\$ 27,558.00	\$ 9,096.00	\$ 36,654.00	
1	V2.2	Visitor Information Post > double-sided: 1). porcelain enamel panels 2). high-pressure laminate	\$ 3,705.00	\$ 1,516.00	\$ 5,221.00	\$ -	\$ -	\$ -	
3	A2.0	Secondary Park ID > freestanding /single-sided	\$ 5,207.00	\$ 1,516.00	\$ 6,723.00	\$ -	\$ -	\$ -	
		Secondary Park ID > freestanding /single-sided	\$ 2,692.00	\$ 630.00	\$ 3,322.00	\$ 8,076.00	\$ 1,890.00	\$ 9,966.00	

Project Expenses: general conditions, shop drawings, travel, etc.
 Related Costs: estimated/plus % projected

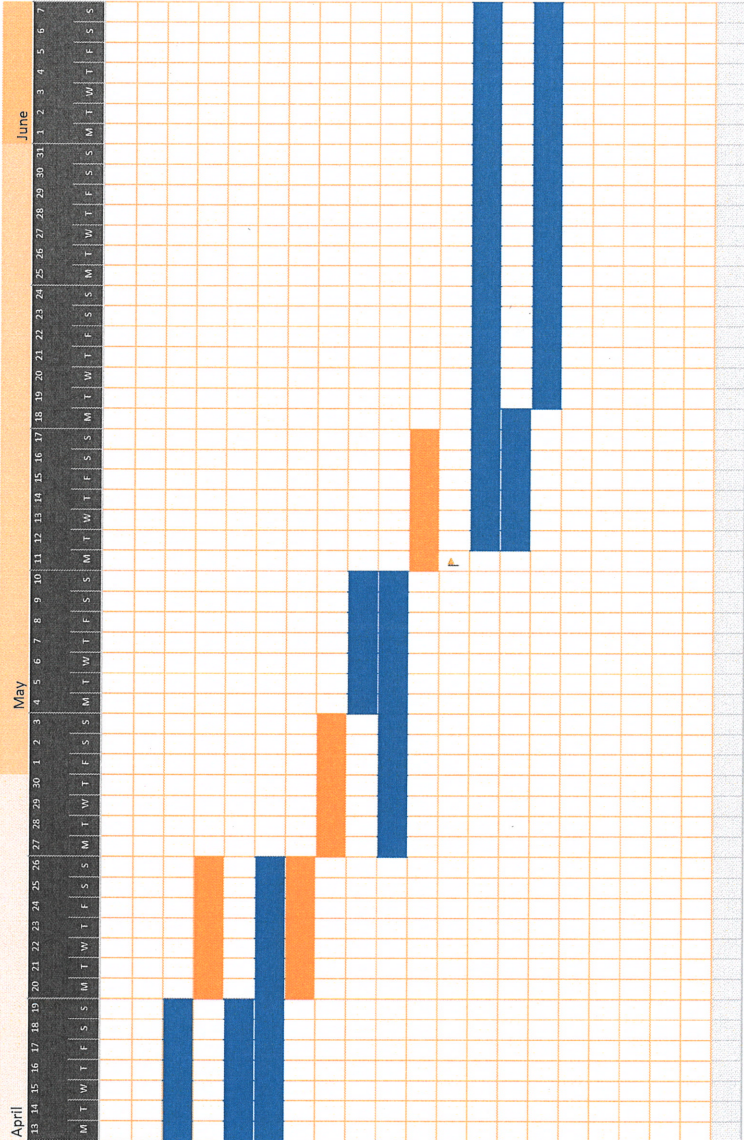
\$ 46,783.00

Project Total: \$ 380,026.00



Project Start Date: 3/30/2020
 Scrolling Increment: 14

Legend:
 On Track (Blue)
 Low Risk (Orange)
 Med Risk (Purple)
 High Risk (Red)
 Unassigned (Grey)



Milestone Description	Category	Assigned To	Progress	Start	No. Days
Contract Award	On Track	L&H	0%	4/3/2020	1
Project Kick-off	Milestone	L&H	0%	4/6/2020	1
Color & Material Samples	On Track	L&H	0%	4/6/2020	14
Client Final Review - Material Samples * approved as noted	Low Risk	Owner	0%	4/20/2020	7
Engineering Prototype Drawings	On Track	L&H	0%	4/6/2020	14
Engineering Drawings	On Track	L&H	0%	4/6/2020	21
Client Review - Prototype Drawings * approved as noted	Low Risk	Owner	0%	4/20/2020	7
Client Review - Engineered Drawings * approved as noted	Low Risk	Owner	0%	4/27/2020	7
Engineering Revisions / Sign & Seal	On Track	L&H	0%	5/4/2020	7
Fabrication of Prototypes	On Track	L&H	0%	4/27/2020	14
Client Review - Prototypes * approved as noted	Low Risk	Owner	0%	5/11/2020	7
Submit Engineering Drawing Record Set after all revisions made	Milestone	L&H	0%	5/11/2020	1
Permitting *if Required	On Track	L&H	0%	5/12/2020	28
Engineering Release Files for Fabrication	On Track	L&H	0%	5/12/2020	7
Fabrication *will require a permit waiver	On Track	L&H	0%	5/19/2020	49
Shipping/Delivery (will be phased)	On Track	L&H	0%	7/7/2020	1
Installation kick-off meeting	On Track	L&H	0%	6/23/2020	1
Installation	On Track	L&H	0%	6/24/2020	28
Punchlist	On Track	L&H	0%	7/22/2020	12

To add more data, insert new rows ABOVE this one

Disclaimers

Extreme weather conditions can cause delays.
 Fabrication of all signs will not start until permit has been received. A permit waiver can be signed by the client allowing L&H to start fabricating prior to receipt of the permit.
 Final scope & dates to be confirmed pending tech survey
 Revisions to record set drawing submittal will impact schedule.
 Message schedule delays / approval / artwork delays will impact schedule.
 All prototypes will be fabricated as installable permanent signs.
 Installation phase will start with sign location staking for public and private utility mark-out. Client is responsible for locating private utilities.
 Red indicates client information / direction required

 **AIA**® Document A310™ – 2010**Bid Bond****CONTRACTOR:***(Name, legal status and address)*

L&H Signs, Inc.
425 N. 3rd Street
Reading, PA 19601

OWNER:*(Name, legal status and address)*

City of Dover
288 Central Avenue, 2nd Floor
Dover, NH 03820

BOND AMOUNT: \$ Ten Percent of Amount Bid (10%)**PROJECT:***(Name, location or address, and Project number, if any)*

RFP # B20048 - Wayfinding and Information System

SURETY:*(Name, legal status and principal place of business)*

Philadelphia Indemnity Insurance Company
One Bala Plaza, Suite 100
Bala Cynwyd, PA 19004

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Init.

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User Notes:

(877156709)

PHILADELPHIA INDEMNITY INSURANCE COMPANY

One Bala Plaza, Suite 100
Bala Cynwyd, PA 19004-0950

Power of Attorney

KNOW ALL PERSONS BY THESE PRESENTS: That **PHILADELPHIA INDEMNITY INSURANCE COMPANY** (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint **Christopher A. Bruch, Laura L. Brown, and Lisa M. Meyer of USI Insurance Services, LLC**, its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed **\$50,000,000**.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PHILADELPHIA INDEMNITY INSURANCE COMPANY on the 14th of November, 2016.

RESOLVED: That the Board of Directors hereby authorizes the President or any Vice President of the Company: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

FURTHER RESOLVED: That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

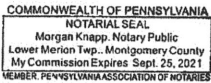
IN TESTIMONY WHEREOF, PHILADELPHIA INDEMNITY INSURANCE COMPANY HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 27TH DAY OF OCTOBER, 2017.



(Seal)

Robert D. O'Leary Jr., President & CEO
Philadelphia Indemnity Insurance Company

On this 27th day of October, 2017, before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the **PHILADELPHIA INDEMNITY INSURANCE COMPANY**; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.



(Notary Seal)

Notary Public: Morgan Knapp
residing at: Bala Cynwyd, PA
My commission expires: September 25, 2021

I, Edward Sayago, Corporate Secretary of PHILADELPHIA INDEMNITY INSURANCE COMPANY, do hereby certify that the foregoing resolution of the Board of Directors and the Power of Attorney issued pursuant thereto on the 27th day of October, 2017 are true and correct and are still in full force and effect. I do further certify that Robert D. O'Leary Jr., who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of PHILADELPHIA INDEMNITY INSURANCE COMPANY.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 24th day of March, 20 20.



Edward Sayago, Corporate Secretary
PHILADELPHIA INDEMNITY INSURANCE COMPANY

Signed and sealed this 24th day of March, 2020.

(Witness)

(Witness)

L&H Signs, Inc.

(Contractor as Principal)

(Seal)

President : CEO

(Title)

Philadelphia Indemnity Insurance Company

(Surety)

(Seal)

(Title)

Laura L. Brown, Attorney-in-Fact

Our Process

Summary of Project Plan Components:

1. Bid Award
2. Kick-Off Meeting / Project Management Communication
3. Location Surveys
4. Engineering & Samples
5. Permits
6. Fabrication
7. Delivery, Removals, and Installation
8. Punch List
9. Project completion

1. Bid Award

L&H incorporates a relationship based approach to project management. The same day that the job is awarded (Letter of Intent) our Director of Project Management will reach out to the client team and set-up a kick-off meeting.

2. Kick-Off Meeting & Project Management Communication

During the meeting we will identify the team lead for project approvals and introduce the L&H Project Management team. We will also review the schedule and revise as needed to make sure we are including all milestone dates. A call schedule will be put in place and expectations for communication will be set. Our typical communication would include a tracking spreadsheet to be distributed prior to each call with project updates. In addition to this the L&H Project Manager will be in contact via email with updates and questions as they arise. At any time the team can easily reach the L&H Project Manager or Director of Project Management via email or cell phone.

3. Location Surveys

During the kick-off meeting we will discuss a schedule for technical survey's required to be completed.

4. Engineering & Samples

After the kick-off meeting the drawings will be moved to our Engineering Department. The signs will be engineered using Solid Works and scaled drawings will be provided showing full fabrication and messaging details. Included are the following activities:

- Sign layouts are prepared based on the provided design intent documents
- Final Engineered Shop Drawings will be submitted to design consultant and owner, including location plan, copy, and specifications

The materials & color sample process will be approximately four weeks. A minimum of three sets of 4" x 4" samples will be sent to the design consultant for review and approval for all colors and materials recommended. One set will be signed by the team lead and sent back to L&H for our record.

5. Permits

We have included the cost of permits in our proposal. We have indicated this amount as a line item in order to identify how much we have budgeted for permitting acquisition.

6. Fabrication

Fabrication will begin once final engineering and messaging drawings are approved.

7. Delivery, Removals & Installation

L&H will conduct on-site installation surveys which will include locating and marking as needed for signage. We will also meet with the Project Team to discuss the logistics of the delivery of our materials and install in order to coordinate the on-site time around the day to day activity. Installation for new signage will be phased within a specific time frame that is coordinated with the Project Team.

- Delivery scheduled and arranged as required for installation

8. Punch List

During installation the project manager will make site visits to do a real-time punch list and assist with any issues that may arise.

9. Project Completion

L&H Project Managers seek to be partners with our clients in working towards the common goal of a successful project completion. During the entire process we will be open and accessible.

