

**K-STATE STUDENT UNION
100 K-State Student Union
Manhattan, KS 66506-2800**

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REQUEST FOR PROPOSAL (RFP)

RFP Number: 40195

Date Mailed: February 16, 2010

Closing Date: March 9, 2010 at 2:00 PM

Procurement Officer: Chris Dekat
Telephone: 785-532-6214
E-Mail Address: cidekat@ksu.edu

Item: LED Sign Base / Foundation

Agency: K-State Student Union (KSSU)
Location(s): Manhattan, KS

Period of Contract: One time purchase

Scope: To provide an LED Sign Base / Foundation located near the new Parking Garage at the KSU Student Union per the following specifications and drawings.

For technical questions or to arrange a site visit contact: Mark Taussig 785-532-1732

No communications are official unless stated in writing in this RFP or Addendums

If this bid exceeds \$100,000.00 a Public Works Bond will be required and must be included in the bid price.

READ THIS REQUEST CAREFULLY

Failure to abide by all of the conditions of this Request may result in the rejection of a bid. Inquiries about this Request should indicate the contract number and be directed to the procurement officer.

GENERAL INFORMATION: The K-State Student Union (KSSU) is a center for the campus community and plays an integral role in the educational mission of Kansas State University. It provides products, services, and programs to enhance the quality of life of its students, faculty, staff, alumni, and guests, with particular emphasis on students. KSSU fosters an environment that promotes respect for all peoples and values diversity, leadership development, and the free exchange of ideas.

The K-State Student Union is a 501(c)(3) entity. The Kansas State University Purchasing Office will administer the Request for Proposal as a courtesy to the K-State Student Union. The State of Kansas purchasing statutes re: state funds may not apply.

SIGNATURE SHEET

Item: LED Sign Base / Foundation

Agency: K-State Student Union

We submit a proposal to furnish requirements during the contract period in accordance with the conditions, provisions, and specifications of this proposal. **I hereby certify that I (we) do not have any substantial conflict of interest sufficient to influence the bidding process on this bid. A conflict of substantial interest is one which a reasonable person would think would compromise the open competitive bid process.**

Addenda: The undersigned acknowledges receipt of the following addenda:

#1(____) #2(____) #3(____) None(____)

Legal Name of Person, Firm or Corporation _____

Signature _____ Date _____

Typed Name of Signature _____ Title _____

Telephone (800) _____ Local _____ Fax _____

E-Mail _____

Mailing Address _____

City & State _____ Zip Code _____

FEIN Number _____

If awarded a contract and purchase orders are to be directed to an address other than above, indicate mailing address and telephone number below.

Address _____

City & State _____ Zip Code _____

Telephone (800) _____ Local _____ Fax _____

E-Mail _____

COST PROPOSAL

Sign Base / Foundation: \$ _____

Gift in kind: \$ _____

Grand Total \$ _____

Comments / Explanations:

**SECTION I
CONDITIONS TO BIDDING**

- 1.1 **Proposal Reference Number:** The above number has been assigned to this Request and MUST be shown on all correspondence or other documents associated with this Request and MUST be referred to in all verbal communications. All inquiries, written or verbal, shall be directed to the procurement officer only.

Chris Dekat

Telephone: 785-532-6214
Facsimile: 785-532-5577
E-mail Address: cidekat@ksu.edu
Kansas State University
Controller's Office/Purchasing
21 Anderson Hall
Manhattan, KS 66506

No communication is to be had with any other employee regarding this Request except with designated participants in attendance **ONLY DURING:**

Negotiations
Contract Signing
As otherwise specified in this Request.

Violations of this provision by vendor or agency personnel may result in the rejection of all proposals.

- 1.2 **Negotiated Procurement:** This is a negotiated procurement. Final evaluation and award is made by the Procurement Negotiation Committee (PNC) or their designees.
- 1.3 **Appearance Before Committee:** Any, all or no vendors may be required to appear before the PNC to explain the vendor's understanding and approach to the project and/or respond to questions from the PNC concerning the proposal; or, the PNC may award without conducting negotiations. The PNC reserves the right to request information from vendors as needed. If information is requested, the PNC is not required to request the information of all vendors. The PNC will provide an opportunity for the KSSU Governing Board (UGB) to interview selected vendors. UGB, a student majority board, input will be provided to the PNC for consideration in the decision process.

Vendors selected to participate in negotiations may be given an opportunity to submit a best and final offer to the PNC. Prior to a specified cut-off time for best and final offers, vendors may submit revisions to their technical and cost proposals. Meetings before the PNC are not subject to the Open Meetings Act. Vendors are prohibited from electronically recording these meetings. All information received prior to the cut-off time will be considered part of the vendor's best and final offer.

No additional revisions shall be made after the specified cut-off time unless requested by the PNC.

- 1.4 **Questions/Addenda** – Questions may be submitted in WRITING to the Procurement Officer prior to the close of business on **March 1, 2010** to the following address:

Chris Dekat

Telephone: 785-532-6214; Facsimile: 785-532-5577

E-mail Address: cidekat@ksu.edu

Kansas State University

Controller's Office/Purchasing

21 Anderson Hall

Manhattan, KS 66506

Failure to notify the Procurement Officer of any conflicts or ambiguities in this Request for Proposal may result in items being resolved in the best interest of the KSSU. Any modification to this Request shall be made in writing by addendum and mailed to all vendors who received the original request. Only written communications are binding.

- 1.5 **Cost of Preparing Proposal:** The cost of developing and submitting the proposal is entirely the responsibility of the vendor. This includes costs to determine the nature of the engagement, preparation of the proposal, submitting the proposal, negotiating for the contract and other costs associated with this Request. All responses will become the property of the KSSU and will be a matter of public record subsequent to signing of the contract or rejection of all bids.
- 1.6 **Evaluation of Proposals:** Award shall be made in the best interest of the KSSU as determined by the Procurement Negotiating Committee or their designees. Consideration may focus toward but is not limited to:
- 1.6.1 cost. Vendors are not to inflate prices in the initial proposal as cost is a factor in determining who may receive an award or be invited to formal negotiations;
 - 1.6.2 response format as required by this Request;
 - 1.6.3 adequacy and completeness of proposal;
 - 1.6.4 vendor's understanding of the project;
 - 1.6.5 compliance with the terms and conditions of the Request;
 - 1.6.6 experience and references in providing like services;
 - 1.6.7 qualified staff;
 - 1.6.8 methodology to accomplish tasks.
 - 1.6.9 verification of financial stability via audited financial statements;
 - 1.6.10 UGB review.
- 1.7 **Acceptance or Rejection:** The Committee reserves the right to accept or reject any or all proposals or part of a proposal; to waive any informalities or technicalities; clarify any ambiguities in proposals; modify any criteria in this Request; and unless otherwise specified, to accept any item in a proposal. KSSU reserves the right to make the best decision for KSSU.
- 1.8 **Contract:** The successful vendor will be required to enter into a written contract with the KSSU. The vendor agrees to accept the provisions of form DA-146a, Contractual Provisions Attachment, which is incorporated into all contracts with the KSSU and is attached to this Request.
- 1.9 **Contract Documents:** This Request and any amendments and the response and any amendments of the successful vendor shall be incorporated along with the DA-146a into the written contract which shall compose the complete understanding of the parties.

In the event of a conflict in terms of language among the documents, the following order of precedence shall govern:

- 1.9.1 Form DA-146a;
- 1.9.2 written modifications to the executed contract;
- 1.9.3 written contract signed by the parties;
- 1.9.4 this Request including any and all addenda; and
- 1.9.5 contractor's written proposal submitted in response to this Request as finalized.

- 1.10 **Contract Formation:** No contract shall be considered to have been entered into by the KSSU until all required signatures and certifications have been rendered; funds for the contract have been encumbered; or a written contract has been signed by the successful vendor.
- 1.11 **Open Records:** All proposals become the property of the KSSU. Kansas law requires all information contained in proposals to become open for public review once a contract is signed or all proposals are rejected.
- 1.12 **Debarment of State Contractors.** Any vendor who defaults on delivery as defined in this Request may be barred after reasonable notice to the person involved and reasonable opportunity for that person to be heard, the KSSU shall have authority to debar a person for cause from consideration for award of contracts.
- 1.13 **Insurance:** The KSSU shall not be required to purchase any insurance against loss or damage to any personal property nor shall the KSSU establish a "self insurance" fund to protect against any loss or damage. Subject to the provisions of the Kansas Tort Claims Act, the vendor shall bear the risk of any loss or damage to any personal property, and shall be required to provide copies of current insurance certificate(s)

SECTION II PROPOSAL INSTRUCTIONS

- 2.1 **Preparation of Proposal:** Prices are to be entered in spaces provided on the proposal cost form, provided herein. Computations and totals shall be indicated where required. The Committee has the right to rely on any price quotes provided by vendors. The vendor shall be responsible for any mathematical error in price quotes. The Committee reserves the right to reject proposals, which contain errors.

A proposal shall not be considered for award if the price in the proposal was not arrived at independently and without collusion, consultation, communication or agreement as to any matter related to price with any other vendor, competitor or public officer/employee.

Technical proposals shall contain a concise description of vendor's capabilities to satisfy the requirements of this Request For Proposal with emphasis on completeness and clarity of content. Repetition of terms and conditions of the Request For Proposal without additional clarification shall not be considered responsive.

Vendors are instructed to prepare their Technical Proposal following the same sequence as the Request For Proposal.

- 2.2 **Submission of Proposals:**
Vendor's proposal shall consist of five (5) copies of their proposal, including literature and other supporting documents;

Vendor's proposal, sealed securely in an envelope or other container, shall be received promptly at 2:00 p.m., Central Standard or Daylight Savings Time, whichever is in effect, on March 9, 2010, addressed as follows:

**Kansas State University
Controller's Office/ Purchasing
Proposal # 40195
Closing: March 9, 2010
21 Anderson Hall
Manhattan, KS 66506**

Faxed or telephoned proposals are **not acceptable**.

Proposals received prior to the closing date shall be kept secured and sealed until closing. The KSSU shall not be responsible for the premature opening of a proposal or for the rejection of a proposal that was not received prior to the closing date because it was not properly identified on the outside of the envelope or container. Late proposals will be retained unopened in the file and not receive consideration.

- 2.3 **Signature of Proposals:** Each proposal shall give the complete mailing address of the vendor and be signed by an authorized representative by original signature with his or her name and legal title typed below the signature line. Each proposal shall include the vendor's social security number or Federal Employer's Identification Number.
- 2.4 **Acknowledgment of Addenda:** All vendors shall acknowledge receipt of any addenda to this Request. Failure to acknowledge receipt of any addenda may render the proposal to be non-responsive. Changes to this Request shall be issued only by the KSSU in writing.
- 2.5 **Modification of Proposals:** A vendor may modify a proposal by letter or by FAX transmission at any time prior to the closing date and time for receipt of proposals.
- 2.6 **Withdrawal of Proposals:** A proposal may be withdrawn on written request from the vendor to the Procurement Officer prior to the closing date.
- 2.7 **Proposal Disclosures:** At the time of closing, only the names of those who submitted proposals shall be made public information. No price information will be released. Interested vendors or their representatives may be present at the announcement at the following location:

Kansas State University
Controller's Office/Purchasing
21 Anderson Hall
Manhattan, KS 66506

Bid results will not be given to individuals over the telephone. Results may be obtained after contract finalization by obtaining a bid tabulation from the Procurement Officer. Bid results can be obtained by sending (do not include with bid):

1. A self-addressed, stamped envelope
2. Reference Contract Proposal Number
3. A check for \$3.00, payable to Kansas State University

Send to:
Chris Dekat
Kansas State University
Controller's Office/Purchasing
21 Anderson Hall
Manhattan, KS 66506

Copies of individual proposals may be obtained under the Kansas Open Records Act by submitting in writing a request for a copy of the proposal desired and providing a self-addressed stamped envelope to the above address or a vendor may make an appointment by calling the above number to view the proposal file. Upon receipt of the request, the documents will be mailed. Information in proposal files shall not be released until a contract has been executed or all proposals have been rejected.

- 2.8 **Notice of Award:** An award is made on execution of the written contract by all parties. Only the KSSU is authorized to issue news releases relating to this Request, its evaluation, award and/or performance of the contract.

**SECTION III
GENERAL PROVISIONS**

- 3.1 **Term of Contract:** One time purchase
- 3.2 **Inspection:** The KSSU reserves the right to reject, on arrival at destination, any items which do not conform with specification of this Request.
- 3.3 **Termination for Cause:** The KSSU may terminate this contract, or any part of this contract, for cause under any one of the following circumstances:
- 3.3.1 the Contractor fails to make delivery of goods or services as specified in this contract; or
 - 3.3.2 the Contractor fails to perform any of the provisions of this contract, or so fails to make progress as to endanger performance of this contract in accordance with its terms.
 - 3.3.3 The contractor fails to pass two successive health inspections by either Riley County Health Dept or K-State's Environmental Health and Safety Department.
 - 3.3.4 The contractor, through its negligence causes a food contamination incident.
 - 3.3.5 The contractor fails to provide qualified trained staff at the level required.

The KSSU shall provide Contractor with written notice of the conditions endangering performance. If the Contractor fails to remedy the conditions within ten (10) days from the receipt of the notice (or such longer period as KSSU may authorize in writing), the KSSU shall issue the Contractor an order to stop work immediately. Receipt of the notice shall be presumed to have occurred within three (3) days of the date of the notice.

- 3.4 **Termination for Convenience:** The KSSU may terminate performance of work under this contract in whole or in part whenever, for any reason, the KSSU shall determine that the termination is in the best interest of the KSSU. In the event that the KSSU elects to terminate this contract pursuant to this provision, it shall provide the Contractor written notice 30 days prior to the termination date. The termination shall be effective as of the date specified in the notice. The Contractor shall continue to perform any part of the work that may have not been terminated by the notice.
- 3.5 **Notices:** All notices, demands, requests, approvals, reports, instructions, consents or other communications (collectively "notices") which may be required or desired to be given by either party to the other shall be **IN WRITING** and addressed as follows:

**Chris Dekat
Kansas State University
Controller's Office/Purchasing
21 Anderson Hall
Manhattan, KS 66506**

or to any other persons or addresses as may be designated by notice from one party to the other.

- 3.6 **Rights and Remedies:** If this contract is terminated for cause, the KSSU may seek any other rights provided for in this contract, and will not be liable for the unamortized costs of equipment, its installation and/or removal from the KSSU.

If it is determined, after notice of termination for cause, that Contractor's failure was due to causes beyond the control of or negligence of the Contractor, the termination shall be a termination for convenience.

In the event of termination, the Contractor shall receive payment pro rated for that portion of the contract period services were provided to and/or goods were accepted by the KSSU subject to any offset by the KSSU for actual damages including loss of federal matching funds.

The rights and remedies of the KSSU provided for in this contract shall not be exclusive and are in addition to any other rights and remedies provided by law.

- 3.7 **Force Majeure:** The Contractor shall not be held liable if the failure to perform under this contract arises out of causes beyond the control of or negligence of the Contractor. Causes may include, but are not limited to, acts of nature, fires, quarantine, strikes other than by the contractor's employees, and freight embargoes.
- 3.8 **Waiver:** Waiver of any breach of any provision in this contract shall not be a waiver of any prior or subsequent breach. Any waiver shall be in writing and any forbearance or indulgence in any other form or manner by the KSSU shall not constitute a waiver.
- 3.9 **Ownership:** All data, forms, procedures, software, manuals, system descriptions and work flows developed or accumulated by the Contractor under this contract shall be owned by the using agency. The Contractor may not release any materials without the written approval of the using agency.
- 3.10 **Independent Contractor:** Both parties, in the performance of this contract, shall be acting in their individual capacity and not as agents, employees, partners, joint ventures or associates of one another. The employees or agents of one party shall not be construed to be the employees or agents of the other party for any purpose whatsoever.

The Contractor accepts full responsibility for payment of unemployment insurance, workers compensation and social security as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this contract.

- 3.11 **Staff Qualifications:** The Contractor shall warrant that all persons assigned by it to the performance of this contract shall be employees of the Contractor (or specified Subcontractor) and shall be fully qualified to perform the work required. The Contractor shall include a similar provision in any contract with any Subcontractor selected to perform work under this contract.
- 3.12 **Conflict of Interest:** The Contractor shall not knowingly employ, during the period of this contract or any extensions to it, any professional personnel who are also in the employ of the KSSU and who are providing services involving this contract or services similar in nature to the scope of this contract to the KSSU. Furthermore, the Contractor shall not knowingly employ, during the period of this contract or any extensions to it, any KSSU employee who has participated in the making of this contract until at least two years after his/her termination of employment with the KSSU.
- 3.13 **Confidentiality:** The Contractor may have access to private or confidential data maintained by KSSU to the extent necessary to carry out its responsibilities under this contract. Contractor must comply with all the requirements of the Kansas Open Records Act in providing services under this contract. Contractor shall accept full responsibility for providing adequate supervision and training to its agents and employees to ensure compliance with the Act. No private or confidential data collected, maintained or used in the course of performance of this contract shall be disseminated by either party except as authorized by statute, either during the period of the contract or thereafter. Contractor must agree to return any or all data furnished by the KSSU promptly at the request of the KSSU in whatever form it is maintained by Contractor. On the termination or expiration of this contract, Contractor will not use any of such data or any material derived from the data for any purpose and, where so instructed by the KSSU, will destroy or render it unreadable.
- 3.14 **Reviews and Hearings:** The Contractor agrees to advise the KSSU of all complaints of recipients made known to the Contractor and refer all appeals or fair hearing requests to the KSSU. The KSSU has the discretion to require the Contractor to participate in any review, appeal, fair hearing or litigation involving issues related to this contract.
- 3.15 **Nondiscrimination and Workplace Safety:** The Contractor agrees to abide by all federal, state and local laws, rules and regulations prohibiting discrimination in employment and controlling

workplace safety. Any violations of applicable laws, rules and regulations may result in termination of this contract.

- 3.16 **Environmental Protection:** The Contractor shall abide by all federal, state and local laws, rules and regulations regarding the protection of the environment, including any mandated or voluntary recycling efforts of the KSSU or KSU. The Contractor shall report any violations to the applicable governmental agency. A violation of applicable laws, rule or regulations may result in termination of this contract.
- 3.17 **Hold Harmless:** The Contractor shall indemnify the KSSU against any and all claims for injury to or death of any persons; for loss or damage to any property; and for infringement of any copyright or patent occurring in connection with or in any way incidental to or arising out of the occupancy, use, service, operations or performance of work under this contract.

The KSSU shall not be precluded from receiving the benefits of any insurance the Contractor may carry which provides for indemnification for any loss or damage to property in the Contractor's custody and control, where such loss or destruction is to state property. The Contractor shall do nothing to prejudice the KSSU's right to recover against third parties for any loss, destruction or damage to KSSU property.

- 3.18 **Care of KSSU Property:** The Contractor shall be responsible for the proper care and custody of any union owned personal tangible property and real property furnished for Contractor's use in connection with the performance of this contract, and Contractor will reimburse the KSSU for such property's loss or damage caused by Contractor, normal wear and tear excepted.
- 3.19 **Prohibition of Gratuities:** Neither the Contractor nor any person, firm or corporation employed by the Contractor in the performance of this contract shall offer or give any gift, money or anything of value or any promise for future reward or compensation to any KSSU employee at any time.
- 3.20 **Retention of Records:** Unless the KSSU specifies in writing a shorter period of time, the Contractor agrees to preserve and make available all of its books, documents, papers, records and other evidence involving transactions related to this contract for a period of five (5) years from the date of the expiration or termination of this contract.

Matters involving litigation shall be kept for one (1) year following the termination of litigation, including all appeals, if the litigation exceeds five (5) years.

The Contractor agrees that authorized federal and state representatives, including but not limited to, personnel of the using agency; independent auditors acting on behalf of state and/or federal agencies shall have access to and the right to examine records during the contract period and during the five (5) year post contract period. Delivery of and access to the records shall be at no cost to the KSSU.

- 3.21 **Federal, State and Local Taxes Contractor:** The KSSU makes no representation as to the exemption from liability of any tax imposed by any governmental entity on the Contractor.
- 3.22 **Antitrust:** If the Contractor elects not to proceed, the Contractor assigns to the KSSU all rights to and interests in any cause of action it has or may acquire under the anti-trust laws of the United States and the State of Kansas relating to the particular products or services purchased or acquired by the KSSU pursuant to this contract.

- 3.23 **Modification:** This contract shall be modified only by the written agreement of the parties with the approval of the PNC. No alteration or variation of the terms and conditions of the contract shall be valid unless made in writing and signed by the parties. Every amendment shall specify the date on which its provisions shall be effective.
- 3.24 **Assignment:** The Contractor shall not assign, convey, encumber, or otherwise transfer its rights or duties under this contract without the prior written consent of the KSSU.
- This contract may terminate in the event of its assignment, conveyance, encumbrance or other transfer by the Contractor without the prior written consent of the KSSU.
- 3.25 **Third Party Beneficiaries:** This contract shall not be construed as providing an enforceable right to any third party.
- 3.26 **Captions:** The captions or headings in this contract are for reference only and do not define, describe, extend, or limit the scope or intent of this contract.
- 3.27 **Severability:** If any provision of this contract is determined by a court of competent jurisdiction to be invalid or unenforceable to any extent, the remainder of this contract shall not be affected and each provision of this contract shall be enforced to the fullest extent permitted by law.
- 3.28 **Governing Law:** This contract shall be governed by the laws of the State of Kansas and shall be deemed executed at Manhattan, Riley County, Kansas.
- 3.29 **Jurisdiction:** The parties shall bring any and all legal proceedings arising hereunder in the State of Kansas, District Court of Riley County. The United States District Court for the State of Kansas sitting in Topeka, Shawnee County, Kansas, shall be the venue for any federal action or proceeding arising hereunder in which the KSSU is a party.
- 3.30 **Mandatory Provisions:** The provisions found in Contractual Provisions Attachment (DA-146a), which is attached, are incorporated by reference and made a part of this contract.
- 3.31 **Integration:** This contract, in its final composite form, shall represent the entire agreement between the parties and shall supersede all prior negotiations, representations or agreements, either written or oral, between the parties relating to the subject matter hereof. This contract between the parties shall be independent of and have no effect on any other contracts of either party.
- 3.32 **Criminal Or Civil Offense Of An Individual Or Entity That Controls A Company Or Organization Or Will Perform Work Under This Contract:** Any conviction for a criminal or civil offense that indicates a lack of business integrity or business honesty must be disclosed. This includes (1) conviction of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract or in the performance of such contract or subcontract; (2) conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property; (3) conviction under state or federal antitrust statutes; and (4) any other offense to be so serious and compelling as to affect responsibility as a state contractor. For the purpose of this section, an individual or entity shall be presumed to have control of a company or organization if the individual or entity directly or indirectly, or acting in concert with one or more individuals or entities, owns or controls 25 percent or more of its equity, or otherwise controls its management or policies. Failure to disclose an offense may result in disqualification of the bid or termination of the contract.

- 3.33 **Competition:** The purpose of this Request is to seek competition. The vendor shall advise the KSSU if any specification, language or other requirement inadvertently restricts or limits bidding to a single source. Notification shall be in writing and must be received by the Procurement Officer no later than five (5) business days prior to the bid closing date. The KSSU reserves the right to waive minor deviations in the specifications, which do not hinder the intent of this Request.
- 3.34 **Injunctions:** Should the KSSU be prevented or enjoined from proceeding with the acquisition before or after contract execution by reason of any litigation or other reason beyond the control of the KSSU, vendor shall not be entitled to make or assert claim for damage by reason of said delay.
- 3.35 **Acceptance:** No contract provision or use of items by the KSSU shall constitute acceptance or relieve the vendor of liability in respect to any expressed or implied warranties.
- 3.36 **Breach:** Waiver or any breach of any contract term or condition shall not be deemed a waiver of any prior or subsequent breach. No contract term or condition shall be held to be waived, modified, or deleted except by a written instrument signed by the parties thereto.

If any contract term or condition or application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition or application. To this end the contract terms and conditions are severable.

- 3.37.1 **Statutes:** Each and every provision of law and clause required by law to be inserted in the contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein. If through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then on the application of either party the contract shall be amended to make such insertion or correction.
- 3.37.2 **Best Practices:** In addition to the statutes noted in 3.37 above, the Contractor shall be expected to implement and maintain all applicable industry best practices.

SECTION IV SPECIAL PROVISIONS

- 4.1 **Proposal Format:** The following information shall be part of the technical proposal: **Vendors are instructed to prepare their Proposal following the same sequence as this section of the Request For Proposal.**
- (1) Transmittal letter which includes the following statements:
- (a) that the vendor is the prime contractor and identifying all subcontractors;
 - (b) that the vendor is a corporation or other legal entity;
 - (c) that no attempt has been made or will be made to induce any other person or firm to submit or not to submit a proposal;
 - (d) that the vendor does not discriminate in employment practices with regard to race, color, religion, age (except as provided by law), sex, marital status, political affiliation, national origin or disability;
 - (e) that the vendor presently has no interest, direct or indirect, which would conflict with the performance of services under this contract and shall not employ, in the performance of this contract, any person having a conflict;
 - (f) that the person signing the proposal is authorized to make decisions as to pricing quoted and has not participated, and will not participate, in any action contrary to the above statements;
 - (g) whether there is a reasonable probability that the vendor is or will be associated with any parent, affiliate or subsidiary organization, either formally or informally, in supplying any service or furnishing any supplies or equipment to the vendor

which would relate to the performance of this contract. If the statement is in the affirmative, the vendor is required to submit with the proposal, written certification and authorization from the parent, affiliate or subsidiary organization granting the KSSU and/or the federal government the right to examine any directly pertinent books, documents, papers and records involving such transactions related to the contract. Further, if at any time after a proposal is submitted, such an association arises, the vendor will obtain a similar certification and authorization and failure to do so will constitute grounds for termination of the contract at the option of the KSSU;

- (h) that the vendor has not been retained, nor has it retained a person to solicit or secure a KSSU contract on an agreement or understanding for a commission, percentage, brokerage or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies maintained by the vendor for the purpose of securing business. For breach of this provision, the Committee shall have the right to reject the proposal, terminate the contract and/or deduct from the contract price or otherwise recover the full amount of such commission, percentage, brokerage or contingent fee or other benefit.

- 4.2 **Vendor's Qualifications:** The vendor must include a discussion of the vendor's corporation and each subcontractor if any. The discussion shall include the following:

- (a) date established;
- (b) ownership (public, partnership, subsidiary, etc.);
- (c) data processing resources and the extent they are dedicated to other matters;
- (d) location of the project within the vendor's organization;
- (e) relationship of the project and other lines of business; and
- (f) organizational chart

- 4.3 **Subcontractors:** The contractor shall be the sole source of contact for the contract. The University will not subcontract any work under the contract to any other firm and will not deal with any subcontractors unless otherwise approved by the KSSU. The Contractor is totally responsible for all actions and work performed by its subcontractors. All terms, conditions and requirements of the contract shall apply without qualification to any services performed or goods provided by any subcontractor.

- 4.4 **Qualifications:** A description of the vendor's qualifications and experience providing the requested or similar service including resumes of personnel assigned to the project stating their education and work experience. The vendor must be an established firm recognized for its capacity to perform. The vendor must be capable of mobilizing sufficient personnel to meet the deadlines specified in the Request. The KSSU reserves the right to request any further information pertaining to the qualifications, experience, and training, any of which may be a factor in making the award.

- 4.5 **Timeline and Methodology:** A timeline for implementing the project.

SECTION V STATEMENT OF WORK

PROPOSAL FORMAT

General Structure: Typically, bidders attempt to respond to a Request for Proposal with a logical presentation of information about the bidder and the bidder's ability to execute the project as described in the Request for Proposal, mirroring the layout of the sections and subsections of the Request for Proposal document. This allows evaluators to conduct a logical comparison of the bid response against the specifications contained within the Request for Proposal.

The **Proposal** should contain (as a minimum):

- A completed copy of the Signature Sheet;
- A completed copy of the Cost Proposal Form;
- Any other documentation needed to support the Cost Proposal.
- Signed copies of any addenda
- A Transmittal Letter in which the bidder would include:
 - A brief introduction to the company;
 - A brief introduction to representatives involved in creating the bid response;
 - A brief introduction to representatives who will be involved in the project upon award;
 - An acknowledgement of Section 4.1, Subsection 1 (a through j), for example:
 - It is acceptable (for this section only) to simply restate / acknowledge the covenants of section 4.1.1 in letter form; for example:
 - 4.1.1 "ABC Company will be the prime contractor for the State of Kansas Credit Card Acceptance Program."
- A detailed list of exceptions to any specifications (if any);
- A complete response to any questionnaires;
- A detailed explanation of the bidders ability to execute the project as described in the RFP;
- Any literature, annual reports or other documentation needed to support the technical proposal.
- A listing of references. This list should include a minimum of three clients (University/College locations preferred) for whom you provide similar services to include current addresses, phone numbers and e-mail address. Also include a list of any accounts or leases lost and contacts.
- A summary of all qualifications of the bidder. This should include, but not necessarily be limited to: bonding, required licenses, professional training, special courses or academic degree(s) completed, any exceptional qualifications. This summary should be no more than two typewritten pages.

Specifications and Drawings For LED Sign Base / Foundation:

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SECTION 01 1000 - SUMMARY

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes:

1. Work covered by Contract Documents.
2. Owner-furnished products.
3. Concurrent Work under Separate Contracts.
4. Work restrictions.
5. Specification and drawing conventions.
6. Schedule of Drawings.

B. Related Section:

1. Division 01 Section "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.2 WORK COVERED BY CONTRACT DOCUMENTS

A. The Work of the Project is defined by the Contract Documents and consists of the following:

1. Construction of a stone veneer-faced sign base with cut stone trim and copings.

B. Type of Contract

1. Project will be constructed as a single contract with a General Contractor.

1.3 OWNER-FURNISHED PRODUCTS

A. The Owner will furnish and install the following items:

1. Message display units (2 each).

1.4 WORK RESTRICTIONS

A. Work Restrictions, General: Comply with limitations on use of public streets and other requirements of authorities having jurisdiction.

B. Existing Utility Interruptions: Do not interrupt utilities serving other facilities unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:

1. Notify utility Owner not less than 72 hours in advance of proposed utility interruptions.

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2. Obtain Owner written permission before proceeding with utility interruptions.

1.5 SPECIFICATION AND DRAWING CONVENTIONS

- A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
 1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
 2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.
- B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
- C. Drawing Coordination: Requirements for materials and products identified on the Drawings are either described in detail in the Specifications or are indicated on the Drawings.

1.6 SCHEDULE OF DRAWINGS

- A. General
 - G1 Cover Sheet
- Architectural
 - A1 Site Plan
 - A2 Elevation
 - A3 Plan Sections
 - A4 Sections and Details
 - A5 Details

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 1000

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SECTION 01 5000 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes requirements for temporary utilities, support facilities, and security and protection facilities.

1.2 TEMPORARY UTILITIES AND USE CHARGES

- A. General: The Contractor will be allowed to use the Owner's existing utilities and services to the extent available without cost. Abuse or use beyond normal requirements may be cause for loss of use of Owner's services, or costs to the Contractor.
- B. Additional utilities required for Construction beyond those available shall be paid for by the Contractor.
- C. Water Service: Contractor shall import water, or water from Owner's existing water system is available for use without metering and without payment of use charges. Provide all connections and extensions of services as required for construction operations.
 - 1. Provide back-flow prevention valves at all connections to Owner's water system.
- D. Electric Power Service: Contractor shall provide temporary or generated, or electric power from Owner's existing system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

1.3 QUALITY ASSURANCE

- A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.

1.4 PROJECT CONDITIONS

- A. Temporary Use of Permanent Facilities: Installer of each permanent service shall assume responsibility for operation, maintenance, and protection of each permanent service during its use as a construction facility before Owner's acceptance, regardless of previously assigned responsibilities.

PART 2 - PRODUCTS (NOT USED)

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PART 2 - EXECUTION

2.1 TEMPORARY UTILITY INSTALLATION

- A. General: Install temporary service or connect to existing service.
 - 1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.
- B. Sanitary Facilities: Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
 - 1. Contractor and Contractor's employees shall not be permitted to use non-public restrooms in adjacent facilities.

2.2 SUPPORT FACILITIES INSTALLATION

- A. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Empty when full.
 - 1. Locate such facilities in a location acceptable to the Owner.

2.3 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction in ways and by methods that comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.
 - 1. Comply with Owner's smoking policies, and prohibit smoking in construction areas at all times.
- B. Erect temporary barricade, temporary walkways, fencing, or other suitable means to protect and accommodate the public using the walk adjacent to the Project site.
 - 1. Maintain temporary protection throughout the Construction Period.

2.4 TERMINATION

- A. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
 - 1. At Substantial Completion, clean and renovate permanent facilities used during construction period.

END OF SECTION 01 5000

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SECTION 03 3000 - CAST-IN-PLACE CONCRETE

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section specifies cast-in place concrete, including formwork, reinforcement, concrete materials, mixture design, placement procedures, and finishes, for the following:
 - 1. Footings.
 - 2. Foundation walls.
 - 3. Walks.

1.2 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Design Mixtures: For concrete mixture. Submit alternate design mixture when characteristics of materials, Project conditions, weather, test results, or other circumstances warrant adjustments.
- C. Field quality-control test reports.

1.3 QUALITY ASSURANCE

- A. Manufacturer Qualifications: A firm experienced in manufacturing ready-mixed concrete products and that complies with ASTM C 94/C 94M requirements for production facilities and equipment.
- B. Testing Agency Qualifications: An independent agency, acceptable to authorities having jurisdiction, qualified according to ASTM C 1077 and ASTM E 329 for testing indicated, as documented according to ASTM E 548.
- C. Concrete Testing Service: Engage a qualified independent testing agency to perform material evaluation tests and to design concrete mixtures.

1.4 PROJECT CONDITIONS

- A. Removal of, or damage to, existing walks and pavements shall require replacement to match, and in accordance with the requirements of this section.

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PART 2 - PRODUCTS

2.1 FORMING MATERIALS

- A. Form-Facing Panels: Exterior-grade plywood panels, metal, or other approved panel materials suitable for concrete forms, complying with DOC PS 1.
- B. Chamfer Strips: Wood, metal, PVC, or rubber strips, 3/4 by 3/4 inch
- C. Form-Release Agent: Commercially formulated form-release agent that will not bond with, stain, or adversely affect concrete surfaces and will not impair subsequent treatments of concrete surfaces.
 - 1. Formulate form-release agent with rust inhibitor for steel form-facing materials.
- D. Form Ties: Factory-fabricated, removable or snap-off metal or glass-fiber-reinforced plastic form ties designed to resist lateral pressure of fresh concrete on forms and to prevent spalling of concrete on removal.
 - 1. Furnish units that will leave no corrodible metal closer than 1 inch to the plane of exposed concrete surface.

2.2 STEEL REINFORCEMENT

- A. Reinforcing Bars: ASTM A 615/A 615M, Grade 60, deformed.
- B. Plain-Steel Wire: ASTM A 82, as-drawn.
- C. Plain-Steel Welded Wire Reinforcement: ASTM A 185, plain, fabricated from as-drawn steel wire into flat sheets.

2.3 REINFORCEMENT ACCESSORIES

- A. Bar Supports: Bolsters, chairs, spacers, and other devices for spacing, supporting, and fastening reinforcing bars and welded wire reinforcement in place. Manufacture bar supports from steel wire, plastic, or precast concrete according to CRSI's "Manual of Standard Practice."

2.4 CONCRETE MATERIALS

- A. Portland Cement: ASTM C 150, Type I or III
- B. Normal-Weight Aggregates: ASTM C 33, Class 3M coarse aggregate or better, graded. Provide aggregates from a single source.
 - 1. Maximum Coarse-Aggregate Size: 3/4-inch nominal.
 - 2. Fine Aggregate: Free of materials with deleterious reactivity to alkali in cement.
- C. Water: ASTM C 94/C 94M and potable.

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2.5 ADMIXTURES

- A. Air-Entraining Admixture: ASTM C 260.
- B. Chemical Admixtures: Provide admixtures certified by manufacturer to be compatible with other admixtures and that will not contribute water-soluble chloride ions exceeding those permitted in hardened concrete. Do not use calcium chloride or admixtures containing calcium chloride.
 - 1. Water-Reducing Admixture: ASTM C 494/C 494M, Type A.
 - 2. Retarding Admixture: ASTM C 494/C 494M, Type B.
 - 3. Water-Reducing and Retarding Admixture: ASTM C 494/C 494M, Type D.
 - 4. Plasticizing and Retarding Admixture: ASTM C 1017/C 1017M, Type II.

2.6 BASE COURSE FOR PAVEMENTS

- A. Comply with requirements in Division 31.

2.7 CURING MATERIALS

- A. Clear, Waterborne, Membrane-Forming Curing Compound: ASTM C 309, Type 1, Class B, dissipating.

2.8 RELATED MATERIALS

- A. Dovetail Anchor Slots: 1-inch by 1-inch, 24 gage, hot-dipped galvanized per ASTM A 153/A 153M, Class B-2.
- B. Expansion and Isolation Joint-Filler Strips: ASTM D 1751, asphalt-saturated cellulosic fiber.
- C. Bonding Agent: ASTM C 1059, Type II, non-redispersible, acrylic emulsion or styrene butadiene.

2.9 CONCRETE MIXTURES, GENERAL

- A. Prepare design mixture for strength of concrete indicated, proportioned on the basis of laboratory trial mixture or field test data, or both, according to ACI 301.
 - 1. Use a qualified independent testing agency for preparing and reporting proposed mixture designs based on history of laboratory trial mixtures.
- B. Admixtures: Use admixtures according to manufacturer's written instructions, and as applicable to job conditions.

2.10 CONCRETE MIXTURE

- A. Proportion normal-weight concrete mixture as follows:
 - 1. Minimum Compressive Strength: 4000 psi at 28 days.

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2. Maximum Water-Cementitious Materials Ratio: 0.45.
3. Slump Limit: 4-inches.
4. Air Content: 6 percent, plus or minus 1.0 percent at point of delivery.

2.11 CONCRETE MIXING

- A. Ready-Mixed Concrete: Measure, batch, mix, and deliver concrete according to ASTM C 94/C 94M, and furnish batch ticket information.
 1. When air temperature is between 85 and 90 deg F, reduce mixing and delivery time from 1-1/2 hours to 75 minutes; when air temperature is above 90 deg F, reduce mixing and delivery time to 60 minutes.

PART 3 - EXECUTION

3.1 FORMWORK

- A. Design, erect, shore, brace, and maintain formwork, according to ACI 301.
- B. Construct formwork so concrete members and structures are of size, shape, alignment, elevation, and position indicated, within tolerance limits of ACI 117.
- C. Do not use rust-stained steel form-facing material.

3.2 EMBEDDED ITEMS

- A. Accurately place and secure anchorage devices and other embedded items required for adjoining work that is attached to or supported by cast-in-place concrete.
 1. Install dovetail slots as indicated on the Drawings.

3.3 STEEL REINFORCEMENT

- A. General: Comply with CRSI's "Manual of Standard Practice" for placing reinforcement.
- B. Accurately position, support, and secure reinforcement against displacement. Locate and support reinforcement with bar supports to maintain minimum concrete cover.
- C. Set wire ties with ends directed into concrete, not toward exposed concrete surfaces.
- D. Install welded wire reinforcement in longest practicable lengths on supports spaced to minimize sagging. Lap edges and ends of adjoining sheets at least one mesh spacing. Lace overlaps with wire.

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3.4 JOINTS

- A. Contraction Joints in Walks: Form weakened-plane contraction joints, sectioning concrete into areas to match adjacent walk. Construct contraction joints for a depth equal to at least one-fourth of concrete thickness as follows:
 - 1. Grooved Joints: At walks, form contraction joints after initial floating by grooving and finishing each edge of joint to a radius of 1/8-inch. Repeat grooving of contraction joints after applying surface finishes. Eliminate groover tool marks on concrete surfaces.
- B. Isolation Joints: Install joint-filler strips at walk junctions with foundation walls.
 - 1. Extend joint-filler strips full width and depth of joint, terminating flush with finished concrete surface.

3.5 CONCRETE PLACEMENT

- A. Before test sampling and placing concrete, water may be added at Project site, subject to limitations of ACI 301.
 - 1. Do not add water to concrete after adding high-range water-reducing or plasticizing admixtures to mixture.
 - 2. Do not exceed specified water-cement ratio of design mix.
- B. Deposit concrete continuously in one layer. Consolidate placed concrete with mechanical vibrating equipment according to ACI 301.
 - 1. Consolidate concrete during placement operations so concrete is thoroughly worked around reinforcement and other embedded items and into corners.
- C. Hot-Weather Placement: Comply with ACI 301 and as follows:
 - 1. Maintain concrete temperature below 90 deg F at time of placement. Chilled mixing water or chopped ice may be used to control temperature, provided water equivalent of ice is calculated to total amount of mixing water.

3.6 FINISHING FORMED SURFACES

- A. Smooth-Formed Finish: As-cast concrete texture imparted by form-facing material, arranged in an orderly and symmetrical manner with a minimum of seams. Repair and patch tie holes and defects. Remove fins and other projections that exceed specified limits on formed-surface irregularities.
 - 1. Apply to formed concrete surfaces exposed to public view (top 6" of foundation).

3.7 FINISHING WALKS

- A. General: Comply with ACI 302.1R recommendations for screeding, restraightening, and finishing operations for concrete surfaces. Do not wet concrete surfaces.

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- B. Float Finish: Consolidate surface by hand floating. Restraighten, cut down high spots, and fill low spots. Repeat float passes and restraightening until surface is left with a uniform, smooth, granular texture.
- C. Broom Finish: Apply a fine or light broom finish to concrete walks.
 - 1. Immediately after float finishing, slightly roughen trafficked surface by brooming with fiber-bristle broom perpendicular to main traffic route. Match adjacent walk pattern and texture.

3.8 CONCRETE PROTECTING AND CURING

- A. General: Protect freshly placed concrete from premature drying and excessive cold or hot temperatures. Comply with ACI 301 for hot-weather protection during curing.
- B. Unformed Surfaces: Begin curing immediately after finishing concrete. Cure unformed surfaces, including floors and slabs, concrete floor toppings, and other surfaces.
- C. Cure concrete according to ACI 308.1, by the following method:
 - 1. Curing Compound: Apply uniformly in continuous operation by power spray or roller according to manufacturer's written instructions. Recoat areas subjected to heavy rainfall within three hours after initial application. Maintain continuity of coating and repair damage during curing period.

3.9 CONCRETE SURFACE REPAIRS

- A. Defective Concrete: Repair and patch defective areas when approved by Architect. Remove and replace concrete that cannot be repaired and patched to Architect's approval.

3.10 FIELD QUALITY CONTROL

- A. Testing and Inspecting: Contractor shall engage a qualified testing and inspecting agency to perform field tests and inspections and prepare test reports.
- B. Concrete Tests: Testing of composite samples of fresh concrete obtained according to ASTM C 172 shall be performed according to the following requirements:
 - 1. Testing Frequency: Obtain one composite sample for each day's pour.
 - 2. Slump: ASTM C 143/C 143M; one test at point of discharge for each delivered load of concrete. Perform additional tests when concrete consistency appears to change.
 - 3. Air Content: ASTM C 231, pressure method, for normal-weight concrete; one test for each load of concrete.
 - 4. Concrete Temperature: ASTM C 1064/C 1064M; one test hourly when air temperature is 40 deg F and below and when 80 deg F.
 - 5. Compression Test Specimens: ASTM C 31/C 31M.
 - a. Cast and laboratory cure one set of three standard cylinder specimens for each composite sample.

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6. Compressive-Strength Tests: ASTM C 39/C 39M; test one laboratory-cured specimen at 7 days and one specimen at 28 days. Hold the third specimen in reserve.
7. Test results shall be reported in writing to Architect, concrete manufacturer, and Contractor within 48 hours of testing. Reports of compressive-strength tests shall contain Project identification name and number, date of concrete placement, name of concrete testing and inspecting agency, location of concrete batch in Work, design compressive strength at 28 days, compressive breaking strength, and type of break for both 7 and 28 day tests.
8. Additional Tests: Testing and inspecting agency shall make additional tests of concrete when test results indicate that slump, air entrainment, compressive strengths, or other requirements have not been met, as directed by Architect. Testing and inspecting agency may conduct tests to determine adequacy of concrete by cored cylinders complying with ASTM C 42/C 42M or by other methods as directed by Architect.
9. Additional testing and inspecting shall be at Contractor's expense.
10. Correct deficiencies in the Work that test reports and inspections indicate dos not comply with the Contract Documents.

END OF SECTION 03 3000

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SECTION 04 2000 - UNIT MASONRY

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes unit masonry assemblies consisting of the following:
 - 1. Concrete masonry units (CMUs).
 - 2. Stone masonry units.
 - 3. Mortar and grout.
 - 4. Reinforcing steel.
 - 5. Masonry joint reinforcement.
 - 6. Ties and anchors.
 - 7. Embedded flashing.
 - 8. Miscellaneous masonry accessories.
- B. Related Sections include the following:
 - 1. Division 03 Section "Cast-in-Place Concrete" for dove-tail slots installed in cast-in-place concrete.

1.2 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: For the following:
 - 1. Stone Masonry Units: Show sizes, percentages by size, profiles, and coursing, of each type required.
 - 2. Cut Stone Trim Units: Show sizes, profiles, and locations of each stone trim unit required.
 - 3. Fabricated Flashing: Detail corner units, end-dam units, and other special applications.
- C. Samples for Verification: For each type of the following:
 - 1. Stone masonry and trim.
- D. Mix Designs: For each type of mortar and grout. Include description of type and proportions of ingredients.
- E. Hot- and Cold-Weather Procedures: Detailed description of methods, materials, and equipment to be used to comply with extreme weather requirements.

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1.3 QUALITY ASSURANCE

- A. Source Limitations for Stone Masonry Units: Obtain exposed masonry units of a uniform texture and color, or a uniform blend within the ranges accepted for these characteristics, through one source from a single manufacturer for each product required.
- B. Source Limitations for Mortar Materials: Obtain mortar ingredients of a uniform quality, including color for exposed masonry, from a single manufacturer for each cementitious component and from one source or producer for each aggregate.
- C. Coordination: Stonework Installer shall coordinate with concrete work contractor for locations of dove tail anchor slots required for stone veneer anchors.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Store all masonry units on elevated platforms in a dry location. Cover tops and sides of stacks with waterproof sheeting. If units become wet, do not install until they are dry.
- B. Store cementitious materials on elevated platforms, under cover, and in a dry location. Do not use cementitious materials that have become damp.

1.5 PROJECT CONDITIONS

- A. Protection of Masonry: During construction, cover tops of exposed walls, with waterproof sheeting at end of each day's work. Cover partially completed masonry when construction is not in progress.
- B. Stain Prevention: Prevent grout, mortar, and soil from staining the face of stone or concrete masonry to be left exposed. Immediately remove grout, mortar, and soil that come in contact with such masonry.
- C. Hot-Weather Requirements: Comply with hot-weather construction requirements contained in ACI 530.1/ASCE 6/TMS 602.
- D. Cold-Weather Requirements: Do not use frozen materials or materials mixed or coated with ice or frost. Do not build on frozen substrates. Remove and replace unit masonry damaged by frost or by freezing conditions. Comply with cold-weather construction requirements contained in ACI 530.1/ASCE 6/TMS 602.
 - 1. Cold-Weather Cleaning: Use liquid cleaning methods only when air temperature is 40 deg F and above and will remain so until masonry has dried, but not less than 4 days after completing cleaning.

PART 2 - PRODUCTS

2.1 CONCRETE MASONRY UNITS (CMUs)

- A. Concrete Masonry Units: ASTM C 90.

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1. Unit Compressive Strength: Provide units with minimum average net-area compressive strength of 1900 psi.
2. Weight Classification: Lightweight or Normal weight.
3. Size (Width): Manufactured to dimensions 3/8 inch less than nominal dimensions.

2.2 STONE MASONRY UNITS

A. Product: Bottom-ledge Cottonwood limestone.

B. Grades, Sizes, and Finishes.

1. Sawn-bed, random length split-faced ashlar: Provide in the following heights, and blended percentages (plus or minus 5%) by weight:
 - a. 3-1/2-inch 30%
 - b. 7-1/2-inch 50%
 - c. 11-1/2-inch 20%
 - d. Provide units nominally 4-inch +/- 1/2-inch in bed thickness, and with sawn ends.
 - 1) Provide split face on return face of units used at corners.
 - 2) Provide 3/4-inch margin on corner units.
 - e. Provide units with random lengths from 4-inches to 32-inches.
2. Pitched-face stone masonry. Provide with the following features:
 - a. 11-1/2-inch unit height
 - b. Nominal 4-inch +/- 1/2-inch thickness
 - c. Provide 3/4-inch margin draft for outside corner units.
 - d. 2-inch +/-, bold-face pitch.
 - e. Sawn bed backs, and ends, cut-to-fit.
 - f. Random length units, ranging from 12-inches minimum to 28-inches maximum.
3. Stone Trim Units:
 - a. Smooth cut (sawn) units with all tool marks removed, in sizes and profiles indicated.
 - b. Provide sawn drip at coping/cap stone.
 - c. Lengths for running trim: Maximum practical lengths for profiles indicated, with no individual piece less than 18-inches unless total length of application is less than 18-inches.

2.3 MORTAR AND GROUT MATERIALS

A. Portland Cement: ASTM C 150, Type I or II. Provide natural color cement.

B. Hydrated Lime: ASTM C 207, Type S.

C. Portland Cement-Lime Mix: Packaged blend of portland cement complying with ASTM C 150, Type I or Type III, and hydrated lime complying with ASTM C 207, Type S.

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- D. Masonry Cement: Not permitted.
- E. Mortar Cement: Not permitted.
- F. Aggregate for Mortar: ASTM C 144.
- G. Water: Potable.

2.4 CONCRETE MASONRY JOINT REINFORCEMENT

- A. Uncoated Steel Reinforcing Bars: ASTM A 615/A 615M or ASTM A 996/A 996M, Grade 60.
- B. Masonry Joint Reinforcement, General: ASTM A 951.
 - 1. Hot-dip galvanized, carbon steel: ASTM A 153 Class B2
 - 2. Wire Size: W2.8 or 0.188-inch diameter.
 - 3. Spacing of Cross Rods, Tabs, and Cross Ties: Not more than 16-inches o.c.
- C. Masonry Joint Reinforcement for Single-Wythe Masonry: Truss type with single pair of side rods.

2.5 STONE VENEER TIES

- A. Slotted Vertical Channel Type: Slotted channel anchor with adjustable veneer tie assembly.
 - 1. Channel to be of 16-gage galvanized steel with spaced slots to receive height-adjustable veneer ties. Channel shall be post-installed vertically to concrete masonry at the locations and spacing shown on the Drawings, but not greater than 16-inches on center.
 - 2. Veneer tie assembly comprised of a slotted 12-gage x 1-1/4-inch flat anchor bar with 3/16-inch triangular wire tie. Length of the assembly shall be as required to extend tie wire at least halfway through the veneer, but with at least 5/8-inch cover on outside face.
 - 3. All components shall be hot-dipped galvanized.
 - 4. Assembly shall be equal to the following as manufactured by Heckman Building products:
 - a. Slotted Channel: No. 133.
 - b. Channel Slot Bent Anchor: No. 135 for embedment into concrete masonry joint. 1-1/4-inches wide x 2-1/2-inches long x 16 gage thick.
 - c. Channel Slot Triangular Tie Assembly: No. 129, 12 gage clip with 3/16-inch wire; depth as required.
 - 5. Location: All stone veneer with concrete masonry backup.
- B. Dovetail Anchor Type:
 - 1. Veneer ties of 16-gage galvanized corrugated steel 1-inch wide by length required, for insertion into dovetail slots cast into concrete back-up.
 - 2. Dovetail channels to be furnished and installed under Division 03 Section "Cast-In-Place Concrete."
 - 3. Location: All stone veneer with cast-in-place concrete back-up.

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2.6 EMBEDDED FLASHING MATERIALS

- A. Metal Flashing: Provide metal flashing complying with SMACNA's "Architectural Sheet Metal Manual and as follows:
 - 1. Copper: ASTM B 370, Temper H00 or H01, cold-rolled copper sheet, 10-oz./sq. ft. weight or 0.0135 inch thick.
 - 2. Fabricate continuous flashings in maximum length sections. Provide splice plates at joints of formed, smooth metal flashing.
 - 3. Fabricate flashing with drip edge. Fabricate by extending flashing 1/4-inch out from wall, with outer edge bent down 45 degrees and hemmed.
- B. Sealants for Sheet Metal Flashings:
 - 1. Elastomeric Sealant: ASTM C 920, chemically curing urethane sealant; of type, grade, class, and use classifications required to seal joints in sheet metal flashing and trim and remain watertight.

2.7 MISCELLANEOUS MASONRY ACCESSORIES

- A. Weep Product: Wicking Material: Absorbent rope, made from cotton or UV-resistant synthetic fiber, 1/4 to 3/8-inch in diameter, in length required to produce 2-inch exposure on exterior and 12-inches in cavity between wythes.
- B. Reinforcing Bar Positioners: Wire units designed to fit into mortar bed joints spanning masonry unit cells with loops for holding reinforcing bars in center of cells. Units are formed from 0.142-inch steel wire, hot-dip galvanized after fabrication.

2.8 MASONRY CLEANERS

- A. Masonry manufacturer's recommended standard-strength cleaner designed for removing mortar/grout stains, efflorescence, and other new construction stains from new masonry without discoloring or damaging masonry surfaces. Use product expressly approved for intended use by cleaner manufacturer and manufacturer of masonry units being cleaned.
 - 1. Comply with cold-weather requirements.

2.9 MORTAR AND GROUT MIXES

- A. General: Do not use admixtures, including, air-entraining agents, accelerators, retarders, water-repellent agents, antifreeze compounds, or other admixtures, unless approved as a part of design mix.
 - 1. Do not use calcium chloride in mortar or grout.
 - 2. Limit cementitious materials in mortar to portland cement and lime.
- B. Mortar for Unit Masonry: Comply with ASTM C 270, Proportion Specification. Provide Type N mortar for all applications.

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1. Preblended, Dry Mortar Mix: Furnish dry mortar ingredients in form of a preblended mix. Measure quantities by weight to ensure accurate proportions, and thoroughly blend ingredients before delivering to Project site.

C. Grout for Unit Masonry: Use mortar for grout.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of work.
 1. Verify that foundations are within tolerances specified.
 2. Verify that dovetail slots are properly placed.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION, GENERAL

- A. Use full-size units without cutting if possible. If cutting is required to provide a continuous pattern or to fit adjoining construction, cut units with motor-driven saws; provide clean, sharp, unchipped edges. Allow units to dry before laying unless wetting of units is specified. Install cut units with cut surfaces and, where possible, cut edges concealed.
- B. Select and arrange units for exposed unit masonry to produce a uniform blend of colors and textures.
 1. Mix units from several pallets or cubes as they are placed.
- C. Comply with construction tolerances in ACI 530.1/ASCE 6/TMS 602 and with the following:
 1. For conspicuous vertical lines, such as external corners, do not vary from plumb by more than 1/8-inch in 10 feet.
 2. For exposed joints, do not vary from thickness indicated by more than plus or minus 1/8 -inch. Do not vary from joint thickness of adjacent courses by more than 1/8-inch.

3.3 LAYING CONCRETE MASONRY

- A. Lay concealed masonry with all units in a wythe in running bond. Bond and interlock each course of each wythe at corners. Do not use units with less than nominal 4-inch horizontal face dimensions at corners or jambs.
- B. Built-in Work: As construction progresses, build in items specified in this and other Sections. Fill in solidly with masonry around built-in items.

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3.4 MORTAR BEDDING AND JOINTING

- A. Lay hollow concrete masonry units as follows:
 - 1. With face shells fully bedded in mortar and with head joints of depth equal to bed joints.
 - 2. With webs fully bedded in mortar in grouted masonry, including starting course on footings.
 - 3. With entire units fully bedded in mortar at starting course on footings.
- B. Lay units with the following joint thicknesses.
 - 1. Concrete Masonry: 3/8-inch.
 - 2. Bold-face Pitched Stone Masonry: 1/2-inch.
 - 3. Ashlar Stone Masonry: 3/8-inch.
- C. Tool exposed joints slightly concave when thumbprint hard, using a jointer larger than joint thickness, unless otherwise indicated. Brush joints after tooling to impart a slight texture to mortar surface. Match joint finish on Garage Structure to north of Project site.
- D. Cut concealed joints flush.

3.5 ANCHORING

- A. Anchor wythes of cavity walls together using the following methods:
 - 1. At cast-in-place concrete wall backup:
 - a. Individual Metal Ties: Provide dovetail ties in vertical dovetail slots spaced 16-inches o.c. with one metal tie for 1.77 sq. ft. maximum of wall area spaced not to exceed 16-inches o.c. horizontally and 16-inches o.c. vertically.
 - 2. At concrete masonry wall backup:
 - a. Use slotted-channel type ties, with at least one metal tie for 1.77 sq. ft. maximum of wall area.

3.6 CONCRETE MASONRY JOINT REINFORCEMENT

- A. General: Install entire length of longitudinal side rods in mortar with a minimum cover of 5/8-inch. Lap reinforcement a minimum of 6-inches.
 - 1. Space reinforcement not more than 16-inches o.c. vertically.
- B. Cut and bend reinforcing units as directed by manufacturer for continuity at corners, returns, offsets, and other special conditions.

3.7 SETTING OF STONE MASONRY, GENERAL

- A. Perform necessary field cutting and trimming, as stone is set.

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1. Use power saws to cut stone that is fabricated with saw-cut surfaces. Cut lines straight and true, with edges eased slightly to prevent snipping.
 2. Use hammer and chisel to split stone that is fabricated with split surfaces. Make edges straight and true, matching similar surfaces that were shop or quarry fabricated.
 3. Pitch and dress face at field-split edges as needed to match stones that are not field split.
- B. Sort stone before it is placed in wall to remove stone that does not comply with requirements relating to aesthetic effects, physical properties, or fabrication, or that is otherwise unsuitable for intended use.
1. Do not use stone exhibiting obvious or excessive "iron spot" stains, random cracks, or other defects not consistently a feature of the stone product.
- C. Arrange pitched-face stones in pattern with uniform course heights, random lengths, and uniform joint widths of 1/2-inch.
- D. Arrange ashlar stones in three-course, random-range pattern with random course heights, random lengths (interrupted coursed), and uniform joint widths of 3/8-inch, and as follows:
1. Arrange stones to closely resemble the pattern of the existing stone veneer of the Parking Structure adjacent to the site, and with color and size variations uniformly dispersed for an evenly blended appearance.
 2. Install corner units with margin drafts vertically aligned.
- E. Set stone in full bed of mortar with full head joints. Build anchors and ties into mortar joints, as stone is set.
- F. Maintain uniform joint widths except for variations due to different stone sizes and where minor variations are required to maintain bond alignment if any.

3.8 FLASHING AND WEEP HOLES

- A. General: Install embedded flashing and weep holes in masonry where shown on the Drawings, and as indicated herein.
- B. Install flashing as follows:
1. Prepare concrete and masonry surfaces so they are smooth and free from projections that could puncture flashing. Place flashing on sloping bed of mortar and cover with mortar.
 2. At multiwythe masonry walls, including cavity walls, extend flashing through outer wythe, turned up a minimum of 8 inches, and into reglet cast or cut into concrete, or into back-up wythe of concrete masonry. Form 1/4-inch hook in edge of flashing embedded in inner wythe.
 3. At lintels, extend flashing 4 inches at ends and turn up not less than 2 inches to form end dams.
- C. Install weep holes in head joints in exterior wythes of first course of masonry immediately above foundations and embedded flashing, as follows:
1. Space weep holes 24- inches o.c., maximum.
 2. Trim wicking material flush with outside face of wall after mortar has set.

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3.9 REINFORCED UNIT MASONRY INSTALLATION

- A. Placing Reinforcement: Comply with requirements in ACI 530.1/ASCE 6/TMS 602.
- B. Grouting: Place grout (mortar) as work progresses.

3.10 REPAIRING, POINTING, AND CLEANING

- A. Remove and replace exposed masonry units that are loose, chipped, broken, stained, or otherwise damaged or that do not match adjoining units. Install new units to match adjoining units; install in fresh mortar, pointed to eliminate evidence of replacement.
- B. In-Progress Cleaning: Clean unit masonry as work progresses by dry brushing to remove mortar fins and smears before tooling joints.
- C. Final Cleaning: After mortar is thoroughly set and cured, clean exposed masonry as follows:
 - 1. Remove large mortar particles by hand with wooden paddles and nonmetallic scrape hoes or chisels.
 - 2. Wet wall surfaces with water before applying cleaners; remove cleaners promptly by rinsing surfaces thoroughly with clear water.
 - 3. Clean stone masonry by bucket-and-brush hand-cleaning method described in BIA Technical Notes 20 Revised II, using job-mixed detergent solution.
 - 4. Clean stone to comply with stone supplier's written instructions.
 - 5. Comply with cold-weather requirements as applicable.

3.11 MASONRY WASTE DISPOSAL

- A. Remove excess masonry materials and waste, and legally dispose of off Owner's property.

END OF SECTION 04 2000

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SECTION 05 5000 - METAL FABRICATIONS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Miscellaneous structural steel framing and supports.
2. Anchor bolts and fasteners.

1.2 SUBMITTALS

A. Shop Drawings: Show fabrication and installation details for metal fabrications.

1. Include plans, elevations, sections, and details of metal fabrications and their connections. Show anchorage and accessory items.

1.3 QUALITY ASSURANCE

A. Welding Qualifications: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."

PART 2 - PRODUCTS

2.1 FERROUS METALS

- A. Steel Plates, Shapes, and Bars:** ASTM A 36/A 36M.
- B. Steel Tubing:** ASTM A 500, cold-formed steel tubing.

2.2 FASTENERS

- A. General:** Provide fasteners and anchors capable of sustaining, without failure, a load equal to six times the load imposed when installed in unit masonry or carpentry and four times the load imposed when installed in concrete, as determined by testing according to ASTM E 488, conducted by a qualified independent testing agency. Select fasteners for type, grade, and class required.
1. Provide zinc-plated fasteners with coating complying with ASTM B 633 or ASTM F 1941, Class Fe/Zn 5.
- B. Steel Bolts and Nuts:** Regular hexagon-head bolts, ASTM A 307, Grade A; with hex nuts, ASTM A 563; and, where indicated, flat washers.

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- C. Anchor Bolts: ASTM F 1554, Grade 36, hot-dip galvanized of dimensions indicated; with nuts, ASTM A 563; and, where indicated, flat washers.
- D. Plain Washers: Round, ASME B18.22.1.
- E. Post-Installed Anchors: Torque-controlled expansion anchors or chemical anchors.
 - 1. Carbon-steel components zinc plated to comply with ASTM B 633 or ASTM F 1941, Class Fe/Zn 5, unless otherwise indicated.

2.3 MISCELLANEOUS MATERIALS

- A. Welding Rods and Bare Electrodes: Select according to AWS specifications for metal alloy welded.
- B. Shop Primers: Not required for galvanized fabrications.
- C. Galvanizing Repair Paint: High-zinc-dust-content paint complying with SSPC-Paint 20 and compatible with paints specified to be used over it.
- D. Nonshrink, Nonmetallic Grout: Factory-packaged, nonstaining, noncorrosive, nongaseous grout complying with ASTM C 1107. Provide grout specifically recommended by manufacturer for exterior applications.

2.4 FABRICATION, GENERAL

- A. Shop Assembly: Preassemble items in the shop to greatest extent possible. Disassemble units only as necessary for shipping and handling limitations. Use connections that maintain structural value of joined pieces.

2.5 FINISHES

- A. Comply with NAAMM's "Metal Finishes Manual for Architectural and Metal Products" for recommendations for applying and designating finishes.
- B. Galvanizing: Hot-dip galvanize all metal items to comply with ASTM A 153/A 153M for steel and iron hardware and with ASTM A 123/A 123M for other steel and iron products.
 - 1. Galvanize metal fabrications after assembly.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Set metal fabrications accurately in location, alignment, and elevation; with edges and surfaces level, plumb, true, and free of rack; and measured from established lines and levels.

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- B. Do not weld, cut, or abrade surfaces of units that have been hot-dip galvanized after fabrication and are for bolted field connections.
- C. Fastening to In-Place Construction: Provide anchorage devices and fasteners where metal fabrications are required to be fastened to in-place construction.

3.2 ADJUSTING AND CLEANING

- A. Galvanized Surfaces: Clean bolted connections, and abraded areas and repair galvanizing to comply with ASTM A 780.

END OF SECTION 05 5000

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SECTION 31 2000 - EARTH MOVING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Preparing subgrades for slabs-on-grade and pavements.
2. Excavating and backfilling for structures.
3. Subbase course for concrete slabs and pavements.
4. Restoration of disturbed landscaping and turf.

B. Related Sections:

1. Division 26 Section for excavating and backfilling trenches for buried utilities.

1.2 DEFINITIONS

A. Backfill: Soil material used to fill an excavation.

B. Base Course: Aggregate layer placed between the subgrade and concrete pavement or slab.

C. Excavation: Removal of material encountered above subgrade elevations and to lines and dimensions indicated.

1. Unauthorized Excavation: Excavation below subgrade elevations or beyond indicated lines and dimensions without direction by Architect. Unauthorized excavation, as well as remedial work directed by Architect, shall be without additional compensation.

1.3 SUBMITTALS

A. Field Quality Test Reports.

B. Preexcavation Photographs or Videotape: Show existing conditions of adjoining construction and site improvements, including finish surfaces, that might be misconstrued as damage caused by earth moving operations. Submit before earth moving begins.

1.4 QUALITY ASSURANCE

A. Geotechnical Testing Agency Qualifications: Qualified according to ASTM E 329 and ASTM D 3740 for testing indicated.

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1.5 PROJECT CONDITIONS

- A. Utility Locator Service: Notify utility locator service and/or Kansas State University Office of Facilities Planning for area where Project is located before beginning earth moving operations.
- B. Existing Storm Sewer Box Culvert: Take all necessary precautions regarding the protection of the concrete box culvert immediately below the Project site. Do not impose any equipment load which will be greater than the structural capacity of the culvert.
- C. Existing Walks and Pavements: The Project has been designed to not require demolition of the existing stone landscape wall. Removal of, or damage to, the existing wall require repair or replacement by the Contractor, and to the satisfaction of the Owner.

PART 2 - PRODUCTS

2.1 SOIL MATERIALS

- A. General: All existing natural soil materials encountered during routine excavation shall be considered "satisfactory" soil.
- B. Base Course: Sand: ASTM C 33; fine aggregate.

PART 3 - EXECUTION

3.1 DEWATERING

- A. Protect subgrades from softening, undermining, washout, and damage by rain or water accumulation.
 - 1. Do not allow water to accumulate in excavations.

3.2 EXCAVATION, GENERAL

- A. Unclassified Excavation: Excavate to subgrade elevations regardless of the character of surface and subsurface conditions encountered.
 - 1. If excavated materials intended for backfill are found to contain, or include unsatisfactory soil materials or debris, notify Architect for directions on how to proceed.

3.3 EXCAVATION FOR STRUCTURE

- A. Excavate to indicated elevations and dimensions within a tolerance of plus or minus 1 inch. If applicable, extend excavations a sufficient distance from structures for placing and removing concrete formwork, for installing services and other construction, and for inspections.
- B. Do not disturb bottom of excavation. Excavate by hand to final grade just before placing concrete reinforcement. Trim bottoms to required lines and grades to leave solid base to receive other work.

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3.4 BACKFILL

- A. Place and compact backfill in excavations promptly after completion of foundations.
- B. Place backfill on subgrades free of mud, snow, ice, trash and debris.

3.5 COMPACTION OF SOIL BACKFILL

- A. Place backfill soil materials in layers not more than 4 inches in loose depth for material compacted by hand-operated tampers.
- B. Compact soil materials to not less than the following percentages of maximum dry unit weight according to ASTM D 698:
 - 1. Under building slabs and pavements, compact each layer of backfill soil material at 95 percent.
 - 2. Under unpaved areas, compact each layer of backfill soil material at 85 percent.

3.6 GRADING

- A. General: Uniformly regrade areas disturbed by construction to a smooth surface, free of irregular surface changes.
 - 1. Provide a smooth transition between adjacent existing grades and new grades.
 - 2. Cut out soft spots, fill low spots, and trim high spots.
 - 3. Slope grades to direct water away from structures and to prevent ponding.

3.7 BASE COURSES UNDER WALKS

- A. Place base course on subgrades free of mud, frost, snow, or ice.
- B. On prepared subgrade, place base course as follows:
 - 1. Shape base course to required elevations and cross-slope grades.
 - 2. Place base course in compacted thickness required in a single layer.
- C. In lieu of base course, Contractor may place walks directly on properly compacted and shaped grade.

3.8 FIELD QUALITY CONTROL

- A. Testing Agency: Contractor shall engage a qualified geotechnical engineering testing agency to perform tests and inspections.
- B. Testing agency will test compaction of soils in place according to ASTM D 1556, ASTM D 2167, ASTM D 2922, and ASTM D 2937, as applicable. Tests will be performed at the following locations and frequencies:
 - 1. Paved Areas: At subgrade, at least one test.
 - 2. Foundation Wall Backfill: At each compacted backfill layer, at least one test.

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3. Trench Backfill: Comply with requirements indicated in applicable Division 26 Section.

- C. When testing agency reports that subgrades or backfills have not achieved degree of compaction specified, scarify and moisten or aerate, or remove and replace soil materials to depth required; recompact and retest until specified compaction is obtained.

3.9 PROTECTION AND REPAIR

- A. Protecting Adjacent Landscaped Areas: Keep free of trash and debris.
- B. Repair and reestablish adjacent areas that are disturbed by construction activities or become eroded, rutted, settled, or where they lose compaction due to subsequent construction operations or weather conditions.
- C. Where settling occurs before Project correction period elapses, remove finished surfacing, backfill with additional soil material, compact, and reconstruct surfacing.
- D. Restore appearance, quality, and condition of finished surfacing to match adjacent work, and eliminate evidence of restoration to greatest extent possible.
- E. Owner shall reinstall plant materials and mulch, and restore irrigation system.

3.10 DISPOSAL OF SURPLUS AND WASTE MATERIALS

- A. Remove surplus satisfactory soil and waste materials, including trash, and debris, and legally dispose of them off Owner's property.

END OF SECTION 31 2000

ANDERSON AVE. MESSAGE BOARD STRUCTURE

Kansas State University
Manhattan, KS

Design Team

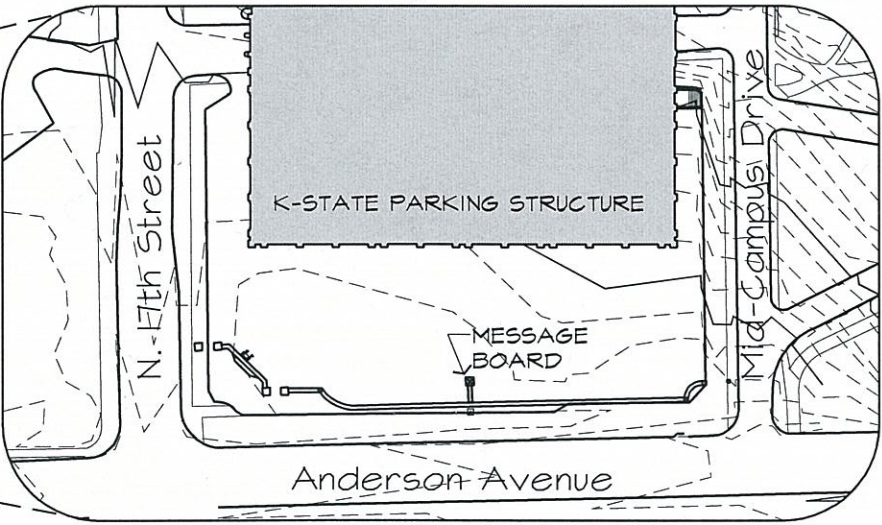
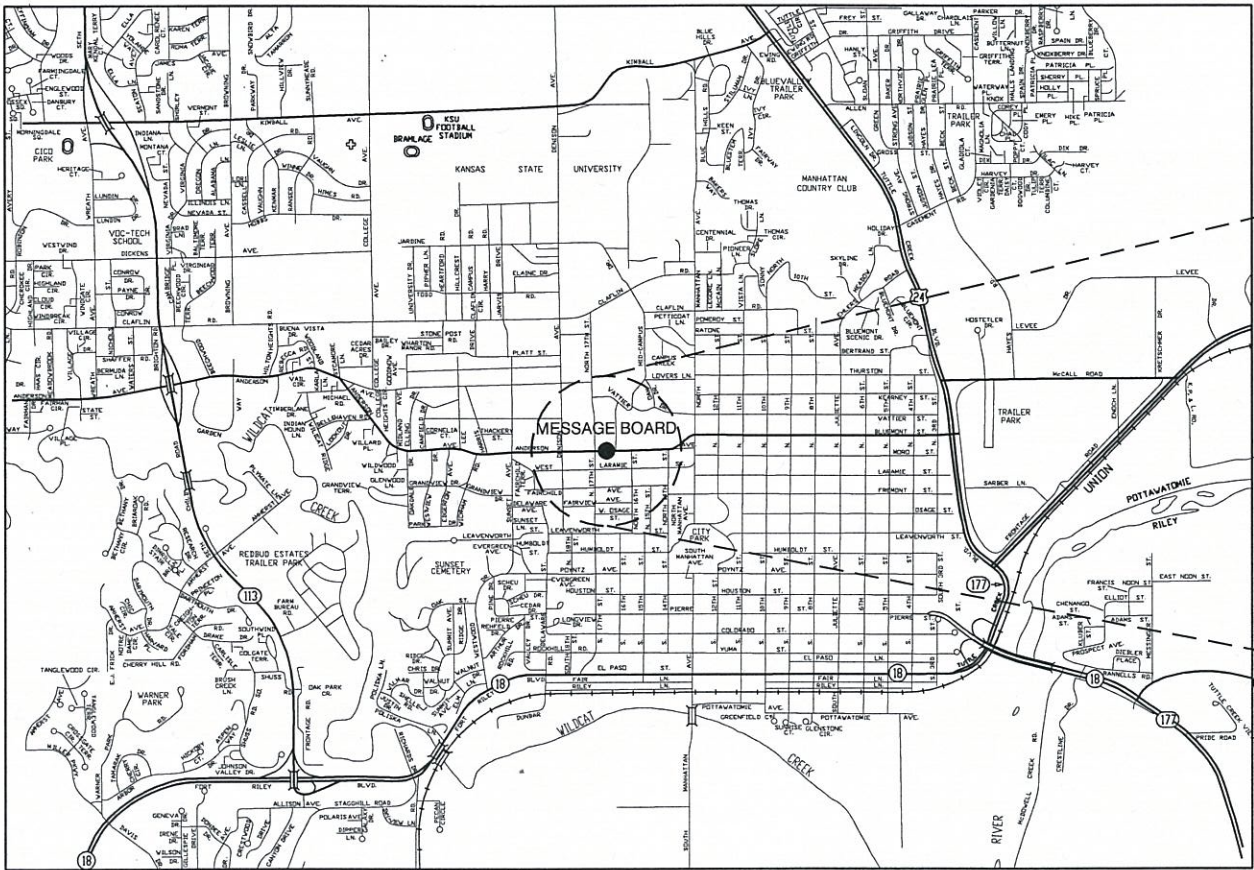
Architect:



The Ebert Mayo Design Group
Architects & Planning Consultants
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Manhattan, Kansas 66502
(785) 776-1800 (785) 776-9906 FAX

Electrical Engineer:

Orazem & Scalora Engineering, P.A.
Mechanical / Electrical Engineering
2601 Anderson Ave.
Manhattan, Kansas 66502
(785) 537-2553 (785) 537-2589 FAX



Project Location

Location Map



Sheet Index

General

G1 Cover Sheet

Architectural

A1 Site Plan
A2 Elevation
A3 Plan Sections
A4 Sections and Details
A5 Details
E1 Electrical



CONSTRUCTION DOCUMENTS

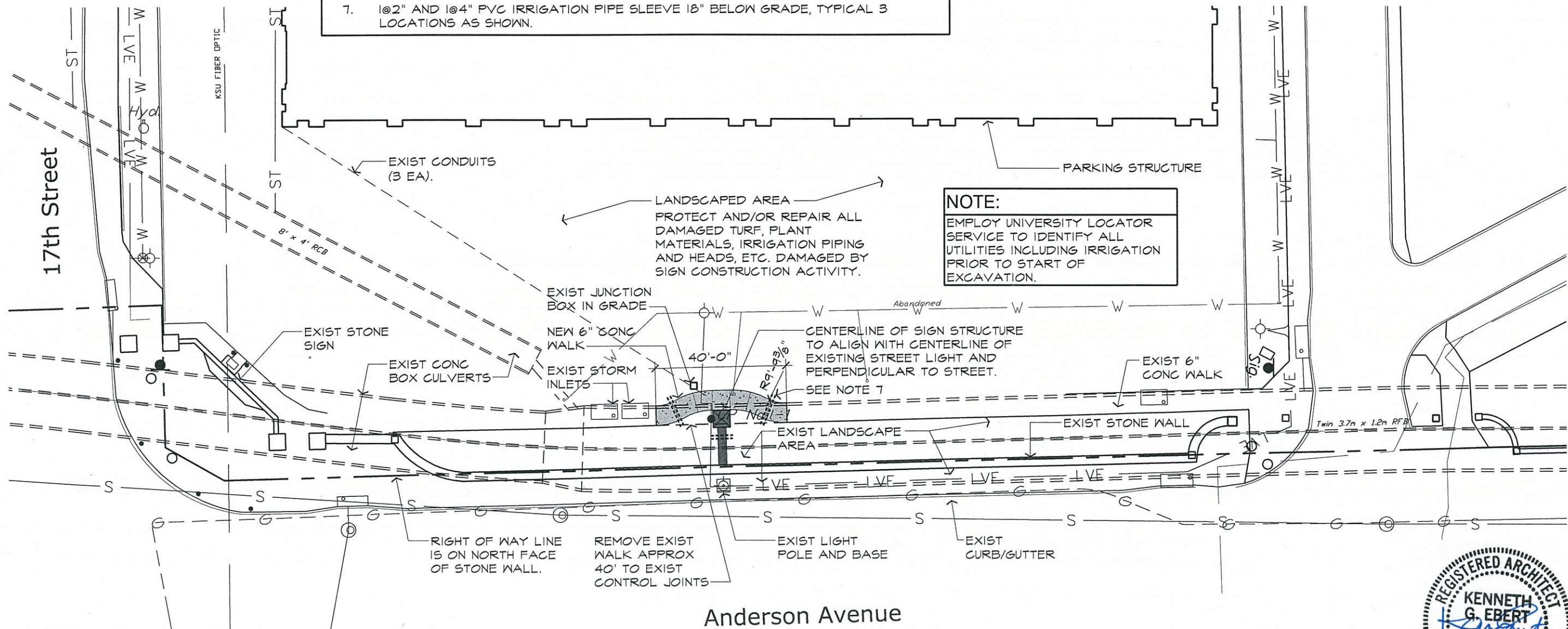
PROJECT P0604.22
DATE JANUARY 2010
REVISION

DRAWING

G1

General Notes

1. PROTECT EXISTING IMPROVEMENTS, BOX CULVERTS, PAVEMENTS, LANDSCAPING, BURIED UTILITIES, ETC. AGAINST DAMAGE FROM CONSTRUCTION ACTIVITY. REPAIR DAMAGE CAUSED BY CONSTRUCTION TO SATISFACTION OF IMPROVEMENT OWNER.
2. REMOVE EXISTING 6" (ASSUMED) CONC. WALK AND ADJACENT CURB/GUTTER (IF ANY) AS REQUIRED FOR CONSTRUCTION OF SIGN BASE AND NEW 6" CONC. WALK AS SHOWN. PROVIDE 1/2" EXPANSION JOINT AT EACH END OF NEW WALK SECTION.
3. INSTALL CONTROL JOINTS IN NEW WALK TO MATCH APPEARANCE AND SPACING OF EXISTING WALK.
4. FINISH WALK SURFACE TO MATCH SURFACE OF EXISTING WALK.
5. DO NOT DRIVE ANY VEHICLES ON LANDSCAPED AREAS. PICK-UP TRUCK OR SMALLER VEHICLES MAY BE DRIVEN ON EXISTING WALK TO EXTENT POSSIBLE (SEE NOTE 1). CONTRACTOR IS RESPONSIBLE FOR CONSTRUCTION ACTIVITY DAMAGE OF ANY KIND TO EXISTING WALKS, STONE WALL AND OTHER EXISTING IMPROVEMENTS.
6. DELIVER ALL CONSTRUCTION MATERIALS FROM ANDERSON AVE AND UNLOAD OVER STONE WALL. COORDINATE WITH CITY OF MANHATTAN FOR REQUIRED BARRICADES, STREET CLOSURE PROCEDURES ETC., AND OBTAIN AND PAY FOR ANY PERMITS REQUIRED THEREFOR.
7. 1@2" AND 1@4" PVC IRRIGATION PIPE SLEEVE 18" BELOW GRADE, TYPICAL 3 LOCATIONS AS SHOWN.



NOTE:
EMPLOY UNIVERSITY LOCATOR SERVICE TO IDENTIFY ALL UTILITIES INCLUDING IRRIGATION PRIOR TO START OF EXCAVATION.

Anderson Avenue

A SITE PLAN
X:\2006\PO604\PO604.22\ACAD\00SITE.DWG AIMEE 02/18/09
1/32" = 1'-0"



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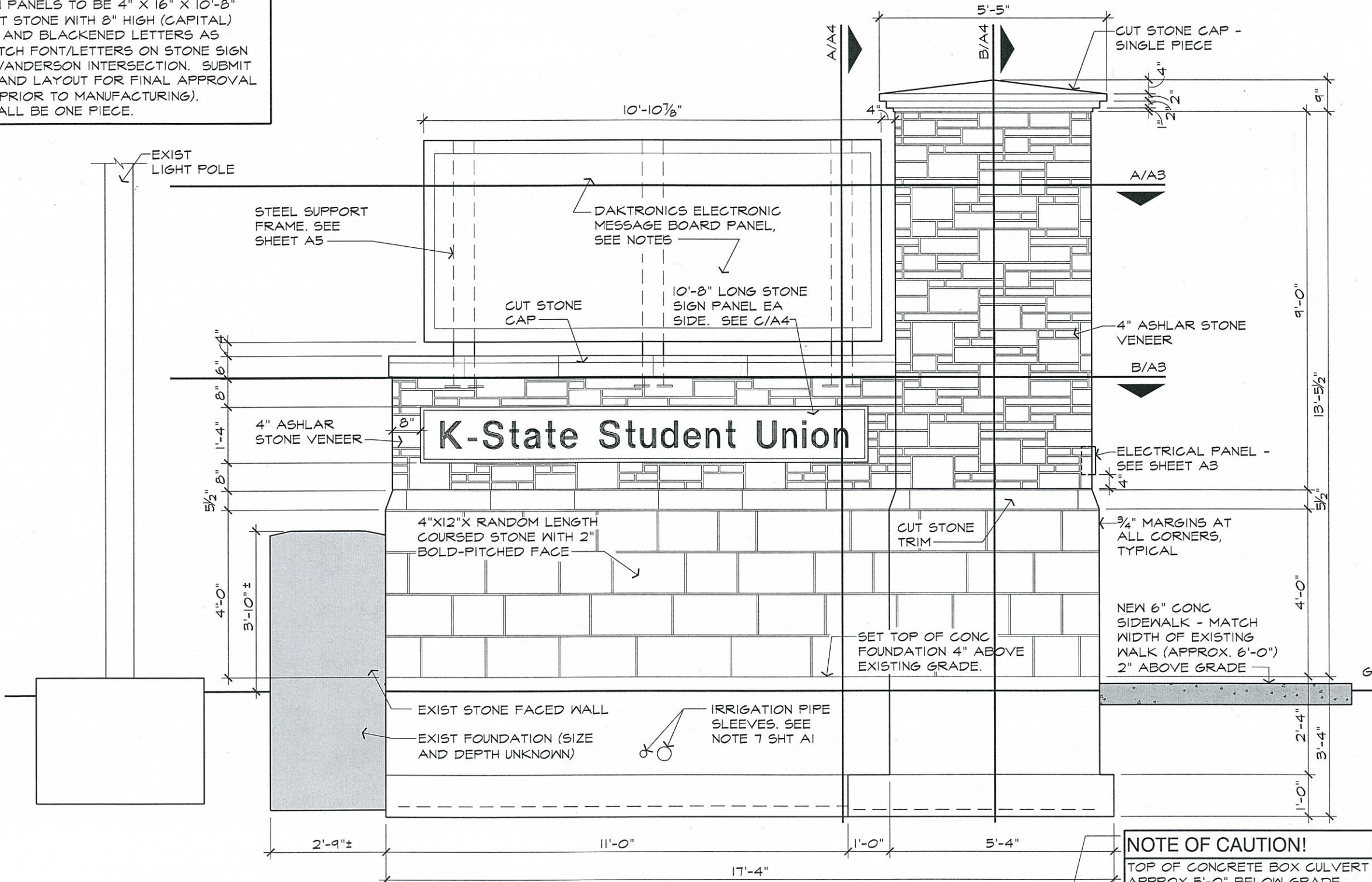
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ANDERSON AVE. MESSAGE BOARD STRUCTURE
KANSAS STATE UNIVERSITY
BUILDING NUMBER 36700-00192
ANDERSON STREET

CONSTRUCTION DOCUMENTS
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SITE PLAN

Notes

- 1. ELECTRONIC MESSAGE BOARD FURNISHED AND INSTALLED BY OTHERS. SIGN DIMENSIONS AND MOUNTING METHODS HAVE BEEN PROVIDED BY SIGN MANUFACTURER (DAKTRONICS, INC.).
- 2. SIGN BASE CONTRACTOR TO PROVIDE ALL STEEL MOUNTING/SUPPORT ITEMS AS SHOWN.
- 3. STONE SIGN PANELS TO BE 4" X 16" X 10'-8" SMOOTH CUT STONE WITH 8" HIGH (CAPITAL) ENGRAVED AND BLACKENED LETTERS AS SHOWN (MATCH FONT/LETTERS ON STONE SIGN AT 17TH ST./ANDERSON INTERSECTION. SUBMIT GRAPHICS AND LAYOUT FOR FINAL APPROVAL BY OWNER PRIOR TO MANUFACTURING). PANELS SHALL BE ONE PIECE.



A EAST ELEVATION

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3/8" = 1'-0"



ANDERSON AVE. MESSAGE
BOARD STRUCTURE
KANSAS STATE UNIVERSITY
BUILDING NUMBER 36700-00192
ANDERSON STREET

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PROJECT PO604.22
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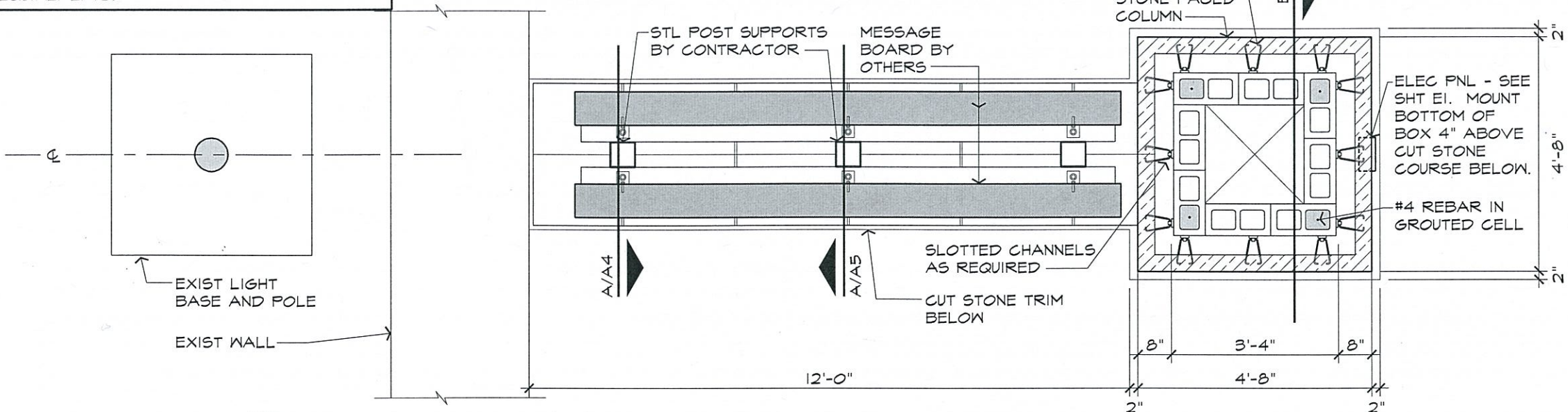
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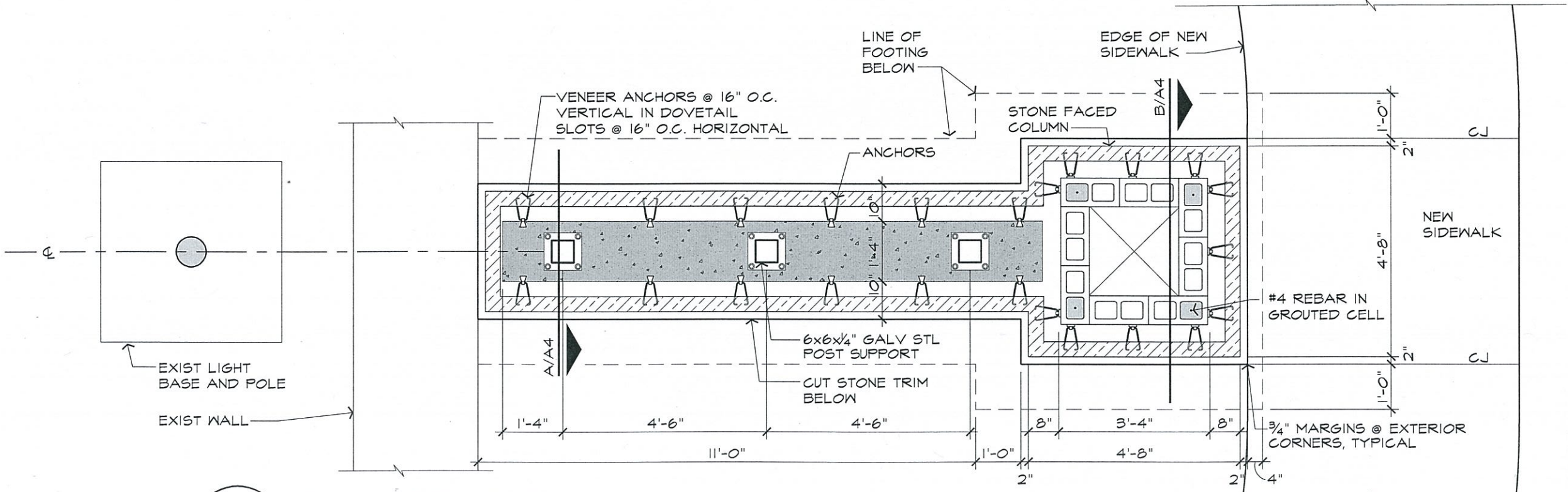
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Notes

1. ALL STEEL COMPONENTS TO BE HOT-DIPPED GALVANIZED.
2. COORDINATE ELECTRICAL ROUGH IN LOCATIONS WITH SIGN MANUFACTURERS REQUIREMENTS.



A PLAN SECTION
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3/8" = 1'-0"



B PLAN SECTION
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3/8" = 1'-0"



ANDERSON AVE. MESSAGE
BOARD STRUCTURE
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BUILDING NUMBER 36700-00192
ANDERSON STREET

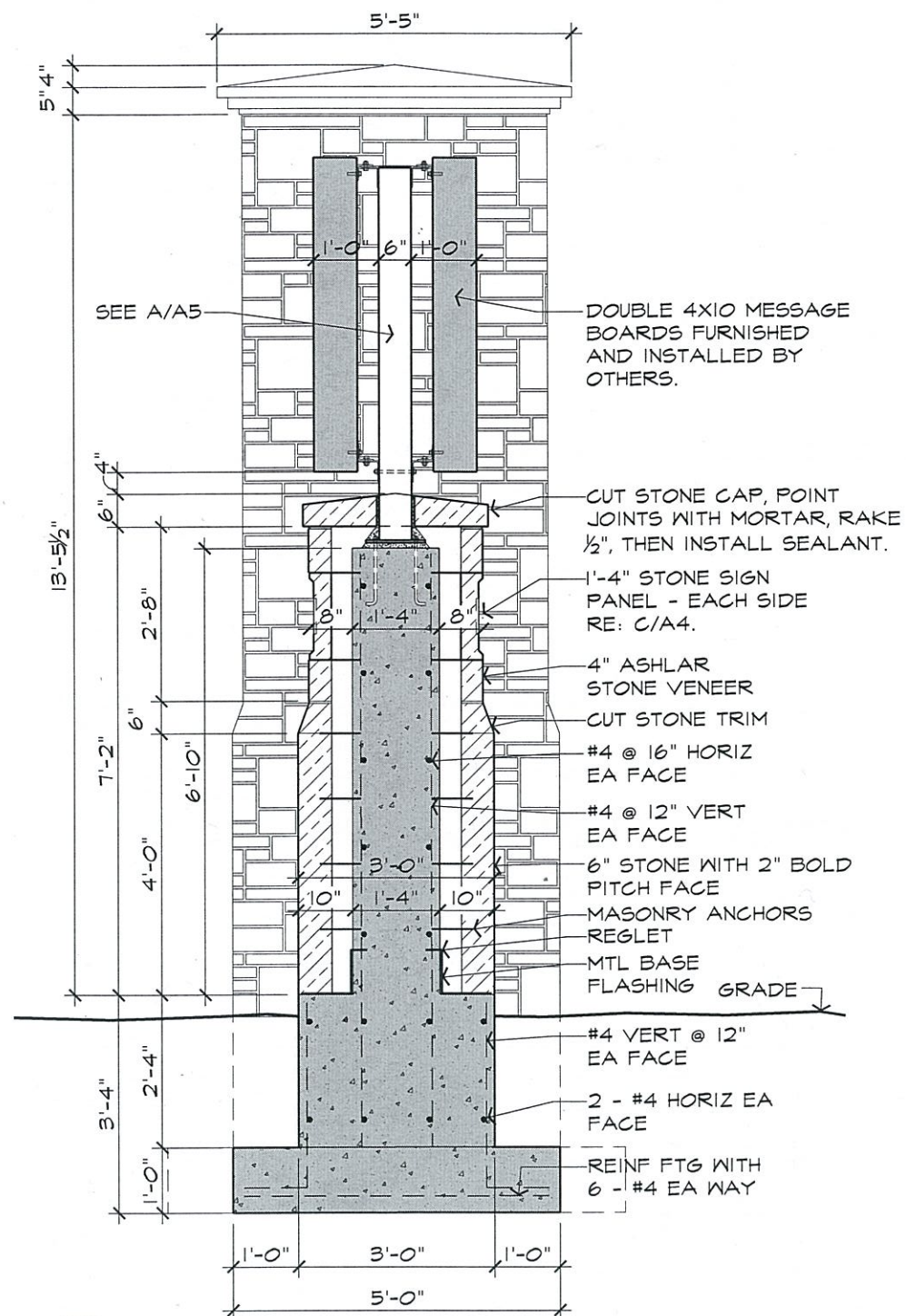
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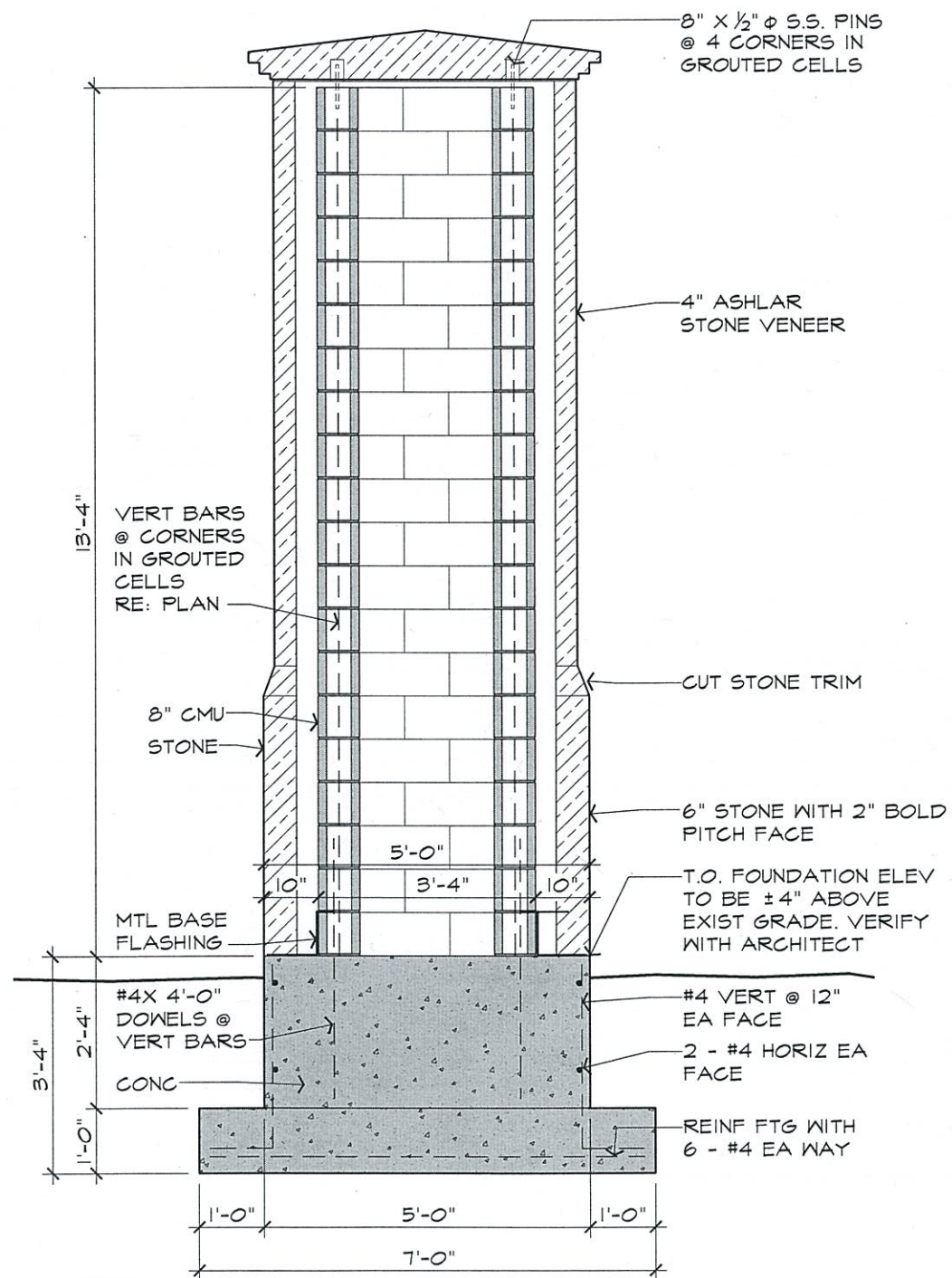


A

SECTION

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3/8" = 1'-0"

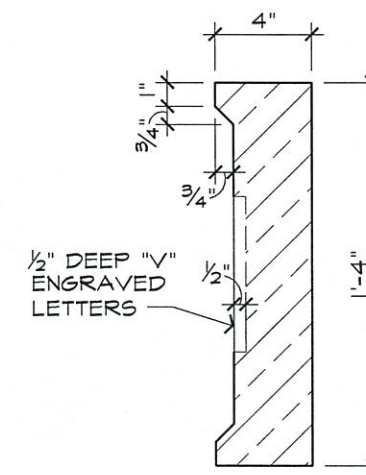


B

SECTION

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3/8" = 1'-0"



C

SIGN BORDER DETAIL

X:\2006\PO604\PO604.22\ACAD\03CNO004.DWG AIMEE 12/16/09

1 1/2" = 1'-0"



ANDERSON AVE. MESSAGE
BOARD STRUCTURE

KANSAS STATE UNIVERSITY
BUILDING NUMBER 36700-00192
ANDERSON STREET

CONSTRUCTION
DOCUMENTS

PROJECT P0604.22
DATE JANUARY 2010
REVISION

DRAWING

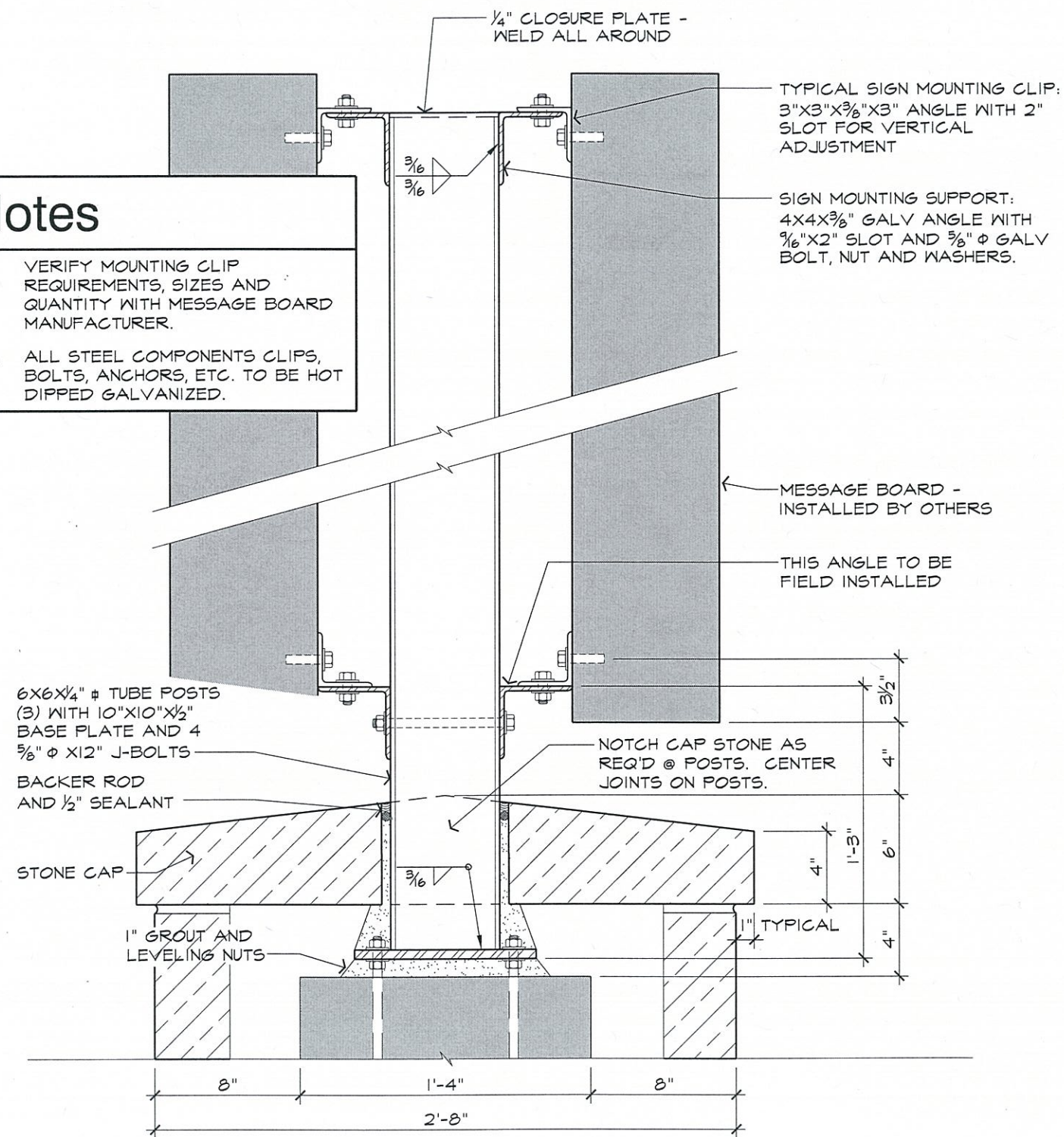
A4

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www.EMGArch.com
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Notes

1. VERIFY MOUNTING CLIP REQUIREMENTS, SIZES AND QUANTITY WITH MESSAGE BOARD MANUFACTURER.
2. ALL STEEL COMPONENTS CLIPS, BOLTS, ANCHORS, ETC. TO BE HOT DIPPED GALVANIZED.



A

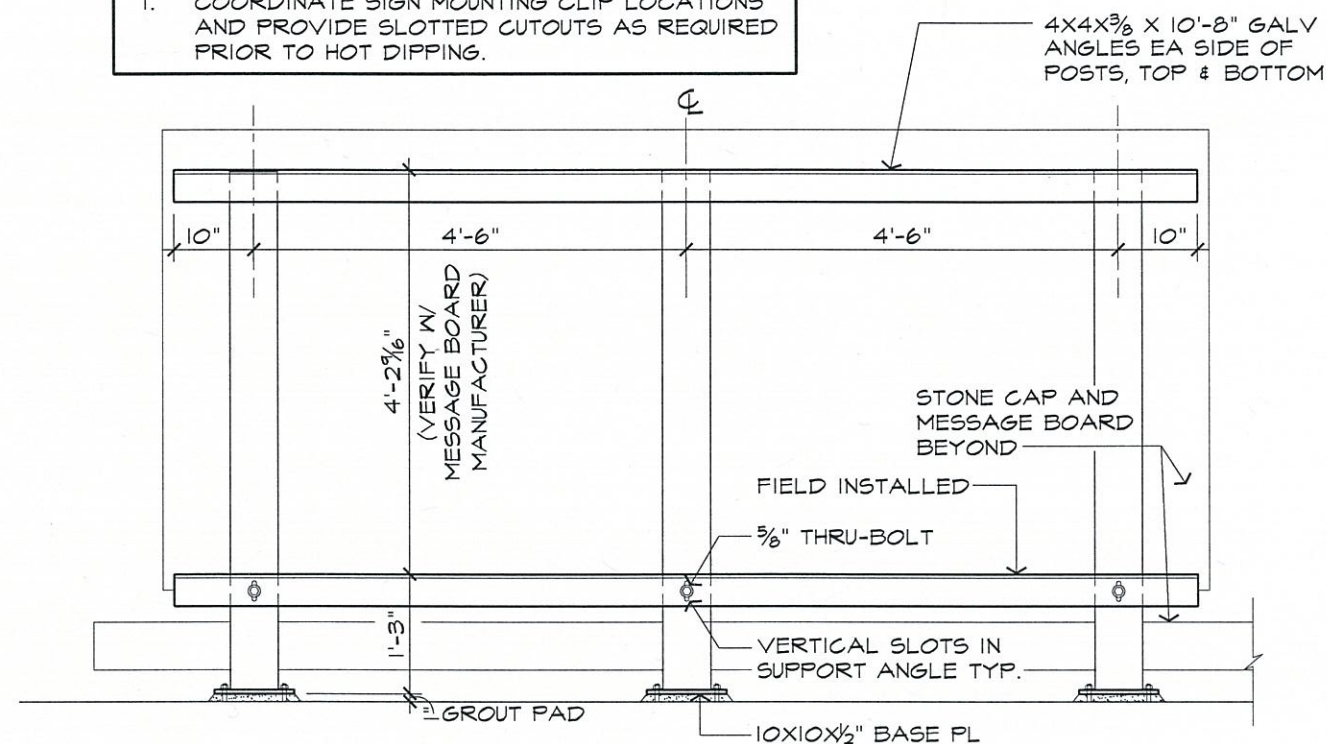
MESSAGE BOARD MOUNTING DETAIL

X:\2006\PO604\PO604.22\ACAD\03MTO001.DWG AIMEE 12/15/09

1 1/2" = 1'-0"

Notes

1. COORDINATE SIGN MOUNTING CLIP LOCATIONS AND PROVIDE SLOTTED CUTOUTS AS REQUIRED PRIOR TO HOT DIPPING.



B

SIGN MOUNTING FRAME ELEVATION

X:\2006\PO604\PO604.22\ACAD\03MTO002.DWG AIMEE 12/15/09

1/2" = 1'-0"



ANDERSON AVE. MESSAGE
BOARD STRUCTURE

KANSAS STATE UNIVERSITY
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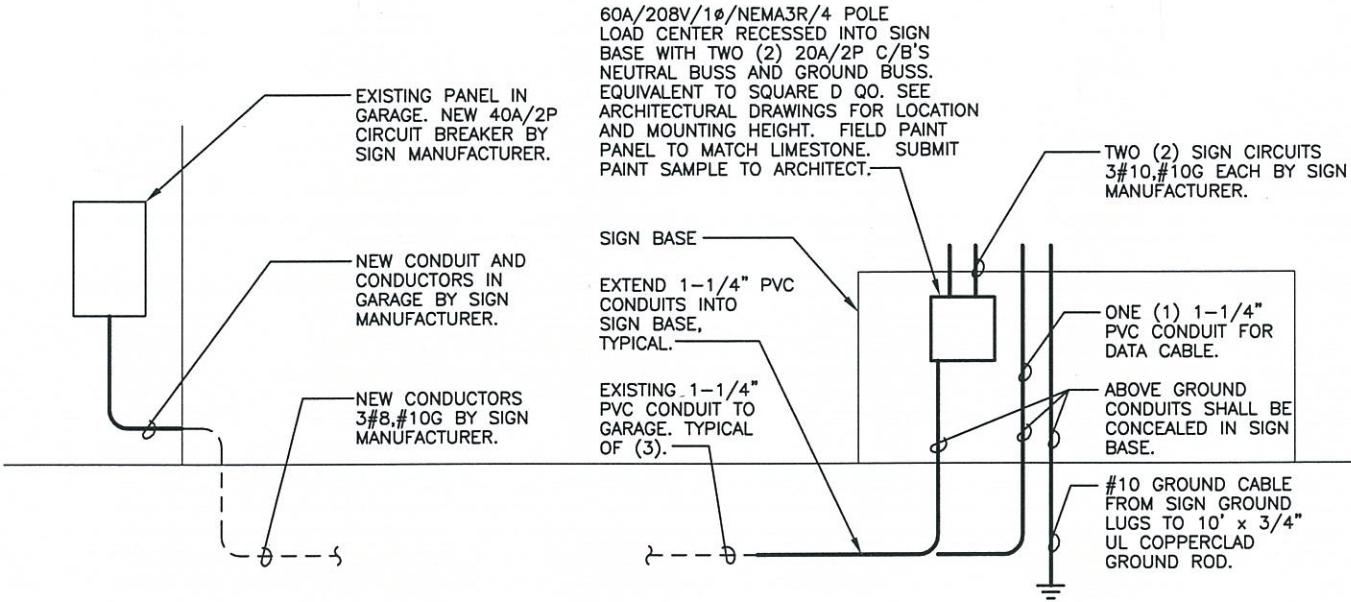
A5

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GENERAL ELECTRICAL NOTES

1. All work shall conform to the National Electric Code and all applicable Federal, State and local codes.
2. These drawings are a schematic representation of the work that is to be accomplished by this Contract. Refer to Architectural drawings for exact location all equipment.
3. Lack of coordination between trades will not be a basis for change orders. Rework of already completed work to accommodate other trades will be performed at the Contractors' expense.
4. Where services to existing equipment, devices or systems which are to remain are interrupted in this work, such services shall be restored so that the existing systems are left in working order.



A RISER DIAGRAM
NOT TO SCALE



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ANDERSON AVE. MESSAGE
BOARD STRUCTURE
KANSAS STATE UNIVERSITY
BUILDING NUMBER 36700-00192
ANDERSON STREET

CONSTRUCTION
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DRAWING

E1

DETAILS
AND SCHEDULES

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CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 1-01), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the _____ day of _____, 20____

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated.
2. **Agreement With Kansas Law:** All contractual agreements shall be subject to, governed by, and construed according to the laws of the State of Kansas.
3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** Neither the State of Kansas nor any agency thereof shall hold harmless or indemnify any contractor beyond that liability incurred under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

Parties to this contract understand that the provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting state agency cumulatively total \$5,000 or less during the fiscal year of such agency.
6. **Accentance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation shall be allowed to find the State or any agency thereof has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of a contingency. Further, the State of Kansas shall not agree to pay attorney fees and late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect which attempts to exclude, modify, disclaim or otherwise attempt to limit implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility For Taxes:** The State of Kansas shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas shall not be required to purchase, any insurance against loss or damage to any personal property to which this contract relates, nor shall this contract require the State to establish a "self-insurance" fund to protect against any such loss of damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101et seq.), the vendor or lessor shall bear the risk of any loss or damage to any personal property in which vendor or lessor holds title.
11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."