

## BANNER FABRICATION, INSTALLATION AND STORAGE

Due: April 28, 2023 (3:00 p.m. CT)

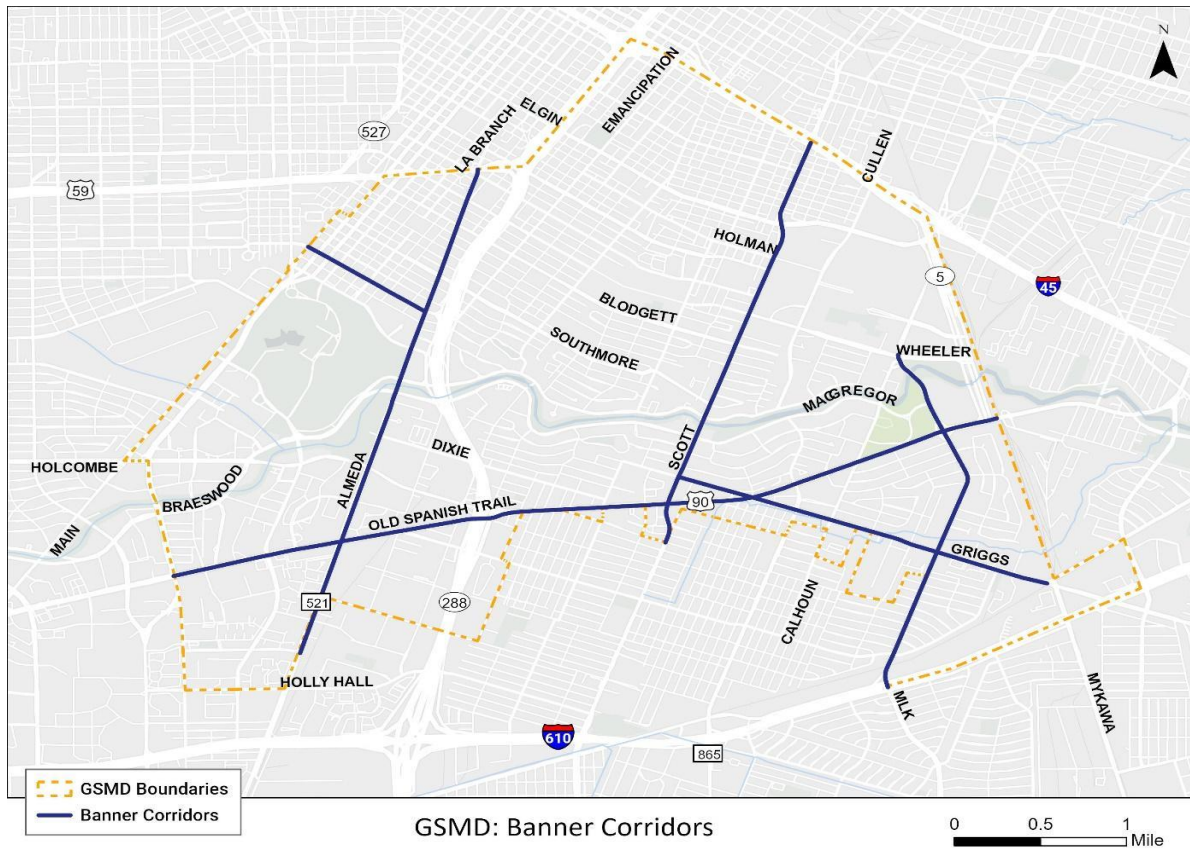
### PROJECT DESCRIPTION

GSEMD received a “Banner District” designation from the City of Houston and concurrence with CenterPoint Energy for this project. This designation allows GSEMD to design and install placemaking banners on the light poles along six (6) major economic development corridors within the district.

**GSEMD seeks a qualified firm to print, install, maintain, and store banners, to support the Banner District program operations. A separate procurement has already been released for the design.**

The six (6) major corridors for banner installation include Alameda Road, Binz Street, Griggs Road, Martin Luther King Jr. Boulevard, Old Spanish Trail, and Scott Street. See map below.

### BANNER DISTRICT CORRIDOR MAP



Banners will be placed along the following corridors within the prescribed limits and exact quantities:

<b>Corridor</b>	<b>From</b>	<b>To</b>	<b># of Banners</b>
Almeda Rd	US 59	El Paseo St	179
Binz St	Main St	Almeda Rd	34
Griggs Rd	Scott St	Long Rd	94
Martin Luther King Jr. Blvd	IH610	Wheeler Ave	88
Old Spanish Trail	Fannin St	Spur 5	174
Scott St	Tristan St	IH 45	145

### **BANNER PLACEMENT**

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The banners will be suspended from the CenterPoint lampposts with the bottom of the banner set 9 feet above the base of the lamppost. CenterPoint requires a specific type of hangers/brackets that can be used for the installed banners.

- The selected contractor will be responsible for providing the approved hangers/brackets for installation; including ten (10) for attic stock.

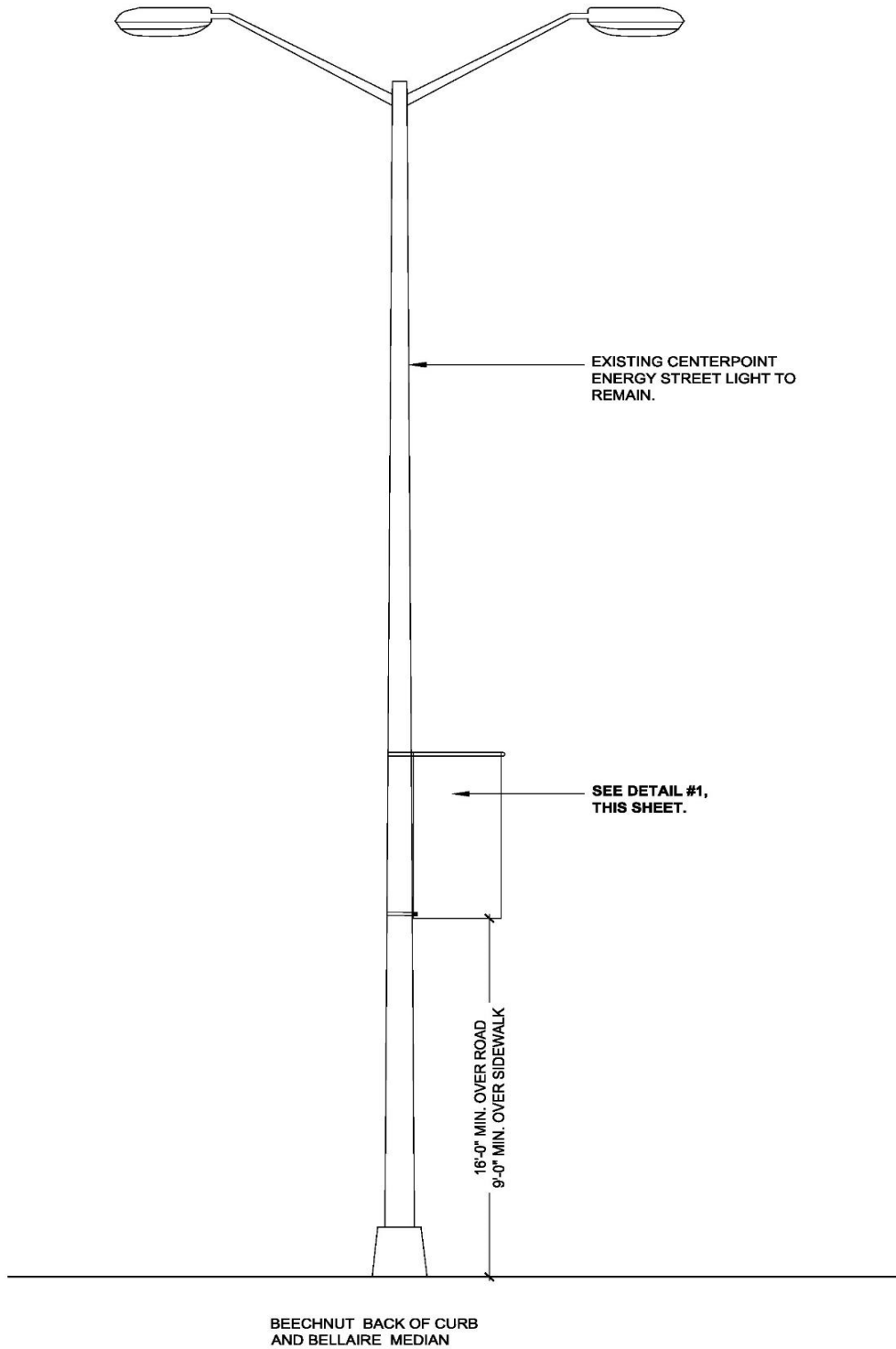
### **BANNER PRINTING AND INSTALLATION REQUIREMENTS**

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For printing, GSEMD banners will need to meet the size requirements as provided by CenterPoint. Banners will be 2-foot by 4-foot vertical banners printed on vinyl fabric.

GSEMD will provide designs in the required digital press format to the selected contractor to print, install, and store for the District.

See the graphics below for details on the size dimensions for the printing. Bidders can provide alternative fabric options if they are durable enough for all-season weather conditions typical for the City of Houston.



For the installation, Bidders should include the purchase of the brackets for all **714** banners, with an attic stock quantity of **ten (10) additional brackets**. All banners require two (2) brackets (one on the top and one on the bottom). The recommended manufacturer from CenterPoint and their instructions for installation are included in the figure below.

**Installation Instructions**

- 1 Mark the utility pole at desired height.
  - 2 Install top arm first. Hold the casting up to the pole so that the word "BANNER" with arrows points **DOWN**. Wrap banding around pole at both the top part of the casting and the bottom part of the casting. Position the banding so that it goes over the flat areas on the casting. See Figure 1.
  - 3 Tighten the screw gear banding with a screwdriver. If using Band-It banding, tighten according to the instructions provided with the Band-It tool. The banding should be tightened down onto the flat areas on the casting and cover the words "BANNER" and "KBW".
  - 4 Slide banner (top hem) on arm. Slide banner on grommetted side first. Completely cover the metal sleeve at base of arm so banner is very close to the pole casting.
  - 5 Now you are ready to mount lower arm. Pull banner down to mark pole for location of bottom casting/arm assembly. Be sure that the word "BANNER" with arrows points **UP**. Mount bottom casting low enough to ensure that the banner will be held tight.
- Repeat steps 1-5 to mount lower casting/arm to pole.
- 6 Insert the nylon cable tie or #18 gauge wire through grommet(s) in banner(s). Either put through the loop in the casting(s) or wrap around the utility pole and secure. See Figure 2. This must be done to secure the banners to the pole.

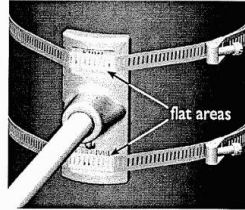


Figure 1

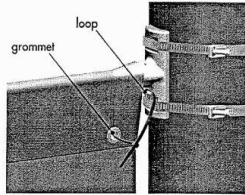
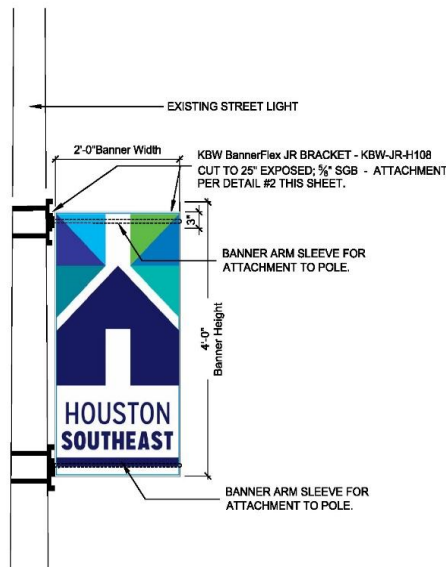


Figure 2

**MANUFACTURER INFORMATION:**  
**KBW KALAMAZOO BANNER WORKS**  
**CONSORT DISPLAY GROUP**  
 2129 Portage Street  
 Kalamazoo, MI 49001  
 PHONE: 800-525-6424 ATTN: Kathleen ext 217  
 FAX: 269-389-2018  
 EMAIL: WWW.CONSORT.COM

**2 BANNER BRACKET DETAIL**

NOT TO SCALE



**1 BANNER LAYOUT**

SCALE: 1"= 1'-0"

**NOTE**  
 CONTRACTOR TO NOTIFY UTILITY COORDINATION COMMITTEE AT LEAST 48 HOURS PRIOR TO COMMENCING ANY CONSTRUCTION IN STREET R.O.W. OR EASEMENTS (713) 223-4567

DATE: \_\_\_\_\_  
 CENTERPOINT ENERGY ELECTRIC FACILITIES  
(Approved only for existing underground facilities. Unless otherwise noted.) Valid at time of review only.

DATE: \_\_\_\_\_  
 AT&T TEXAS/SBC UTILITY LINES SHOWN  
(Approved only for existing underground facilities. Signature valid for one year.)

DATE: \_\_\_\_\_  
 CENTERPOINT ENERGY GAS FACILITIES  
(See service lines are not shown)

REV NO	DESCRIPTION	APP'D	DATE

**M2L Associates Inc.**  
 8955 Katy Pkwy., Suite 300  
 Houston, Texas 77024  
 T: (713)722-8897 F: (713)722-8048  
 Landscape Architecture  
 • Land Planning •  
 • Urban Design •

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SURVEYED BY:

**CITY OF HOUSTON  
 HOUSTON SOUTHEAST DISTRICT  
 BANNER PROJECT**

**HOUSTON SOUTHEAST  
 DISTRICT LIGHT POLE  
 BANNER DETAIL**

**CITY OF HOUSTON  
 DEPARTMENT OF PUBLIC WORKS AND ENGINEERING**

WATER	TRAFFIC & TRANSPORTATION
WASTEWATER	WATER QUALITY
STORM	RAILROADS
STREET & BRIDGE	
FILE NO:	FOR CITY OF HOUSTON USE ONLY
DRAWING SCALE	
CITY ENGINEER	
DIRECTOR OF PUBLIC WORKS AND ENGINEERING	

**L4.01**

SHEET NO. OF

## BANNER PROGRAM OPERATIONS SUPPORT

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The selected Contractor will also be required to switch out banners periodically and store previous banners for GSEMD. A separate line item will need to be provided for banner storage.

## NON-MANDATORY PRE-BID MEETING

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A non-mandatory pre-bid meeting will be held on **Wednesday, April 19, 2023** at 10:00 AM via Zoom <https://GSEMD.ZOOM/BannerDistrict>

## PROPOSAL REQUIREMENTS

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Each interested bidder shall submit:

1. **LETTER OF INTEREST.** Letter should detail the bidder's interest and plan for installation of GSEMD's banners.
2. **WORK HISTORY.**
  - a. Relevant background information and projects; similar work history.
  - b. Documented work, including photos for completed with governmental entities of Houston-based organizations should be highlighted.
3. **REFERENCES:** Three (3) references for projects with similar scope and scale.
4. **PRICING:** Pricing should be provided for the items provided in Attachment A.

***Note - You may provide an estimate in your own structure. All items must be addressed.***

## QUESTIONS

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Questions regarding this project should be submitted to Kara McManus at The Goodman Corporation at [kmcmamus@thegoodmancorp.com](mailto:kmcmamus@thegoodmancorp.com) by **April 21, 2023, by 5:00 PM.**

## SUBMISSION

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Proposals should be submitted to Kara McManus at The Goodman Corporation at [kmcmamus@thegoodmancorp.com](mailto:kmcmamus@thegoodmancorp.com) by **April, 28, 2023 by 3:00 PM.**

***Late proposals will not be accepted.***

## SELECTION CRITERIA

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The criteria for selection shall include:

- 1) Relevant work experience and familiarity with banner program operations.
- 2) Positive references and satisfactory past performance.
- 3) Pricing; Lowest qualified bidder.

**ATTACHMENT A – PRICING**

Item	Description	#	Unit Price	Total Price
1	Banner Printing on Vinyl Fabric	714		
2	Bracket Set for Light Pole Installation <i>*Includes ten (10) brackets for attic stock.</i>	724		
3	Initial Installation of Banners	714		
4	Banner Change Out (Banner only)	714		
5	Physical Storage of Additional Banners	1		
6	Maintenance Inspection of Banner (on call basis)	1		
<b>Total Cost</b>				

**ALTERNATIVES**

(FOR ANY OPTION ABOVE)

Item	Description	#	Unit Price	Total Price
1				
2				
3				
4				
5				
6				