

BIDDING REQUIREMENTS for PURCHASING

NOTICE AND INFORMATION FOR BIDDERS

Attachment A: Bid Breakdown & Schedule

Bidder: _____

DASNY Contact: Kevin Towle, Purchasing Administrator (518) 257-3209

Services/Product Required By: As soon as possible based on product lead time.

Description: Furnish, Deliver and Install Wayfinding and Interior Signage

Bid Open Location: DASNY, Corporate Headquarters, 515 Broadway, Albany, NY
 12207 Bid Open Date and Time: November 15, 2024 at 2:30PM EST

Item No.	Manufacturer	Make/Model	Description	QTY	UOM	Unit Price	Extended Price
1		1A	Dimensional Department ID, 6" CH	1	LS	\$	\$
2		1B	Dimensional Department ID, 4" CH	7	LS		
3		02	Interior Brand ID	2	LS	\$	\$
4		04	Level Directory	4	LS	\$	\$
5		06	Directional	7	LS	\$	\$
6		07	Room ID	53	LS	\$	\$
7		07A	Room ID, Large	1	LS	\$	\$
8		08A	Restroom ID (Men/Women)	12	LS	\$	\$
9		08D	Restroom ID Flagmounted	9	LS	\$	\$
10		09	Stair ID (Occupancy)	6	LS	\$	\$
11		11	Exit Stair ID	6	LS	\$	\$
12		12	Emergency Exit ID			\$	\$
13		13	Elevator Jamb ID	8	LS	\$	\$
14		14	Utility ID	10	LS	\$	\$
15		15	Regulatory ID	2	LS	\$	\$
16		16	Computer Lab Rules	1	LS	\$	\$
17		19	Fire Regulatory	2	LS	\$	\$
18		20	Elevator Egress	4	LS	\$	\$
19		21	Office ID	4	LS	\$	\$
20		22	Classroom Insert	28	LS	\$	\$
21		22B	Classroom ID Flagmounted	12	LS	\$	\$
22		23	Insert Holder	4	LS	\$	\$
23		24	Push/Pull	4	LS	\$	\$
24			Distraction Markings	2	LS	\$	\$
25			Medgar Evers Phrases Quotes	3	LS	\$	\$
26			Delivery and Installation	1	LS	\$	\$

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INSTALLATION LABOR (if required)
LABOR TO INSTALL _____

Estimated No. of Hours _____

Hourly Rate (*Prevailing Wage rates are required for this work*) _____

Total Materials/Equipment/Commodities: _____

Total Installation: _____

TOTAL BID _____

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(The below questions 1) and 2) need only be answered if the above total bid is for one million dollars or more)

1. Does your firm anticipate the use of subcontractors and outside suppliers specific to this procurement
Yes No
2. Does your firm anticipate the creation of employment opportunities arising from this procurement?
Yes No

(The below information must be completed for all bids.)

Identify all subcontractors, if any: _____

STATE, PROVINCE FOR FOREIGN COUNTRY
THAT YOUR FIRM'S PRINCIPAL PLACE OF
BUSINESS IS LOCATED:

ADDRESS OF FACTORY OR PLANT WHERE
ITEMS ARE MANUFACTURED AND/OR
ASSEMBLED. (Attach additional sheet(s) if more
than one manufacturer)

BIDDER (FIRM NAME)

SIGNATURE

NAME (TYPE/PRINTED)

TITLE

Date

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Attachment B: Detailed Specifications

(Follows on next page)



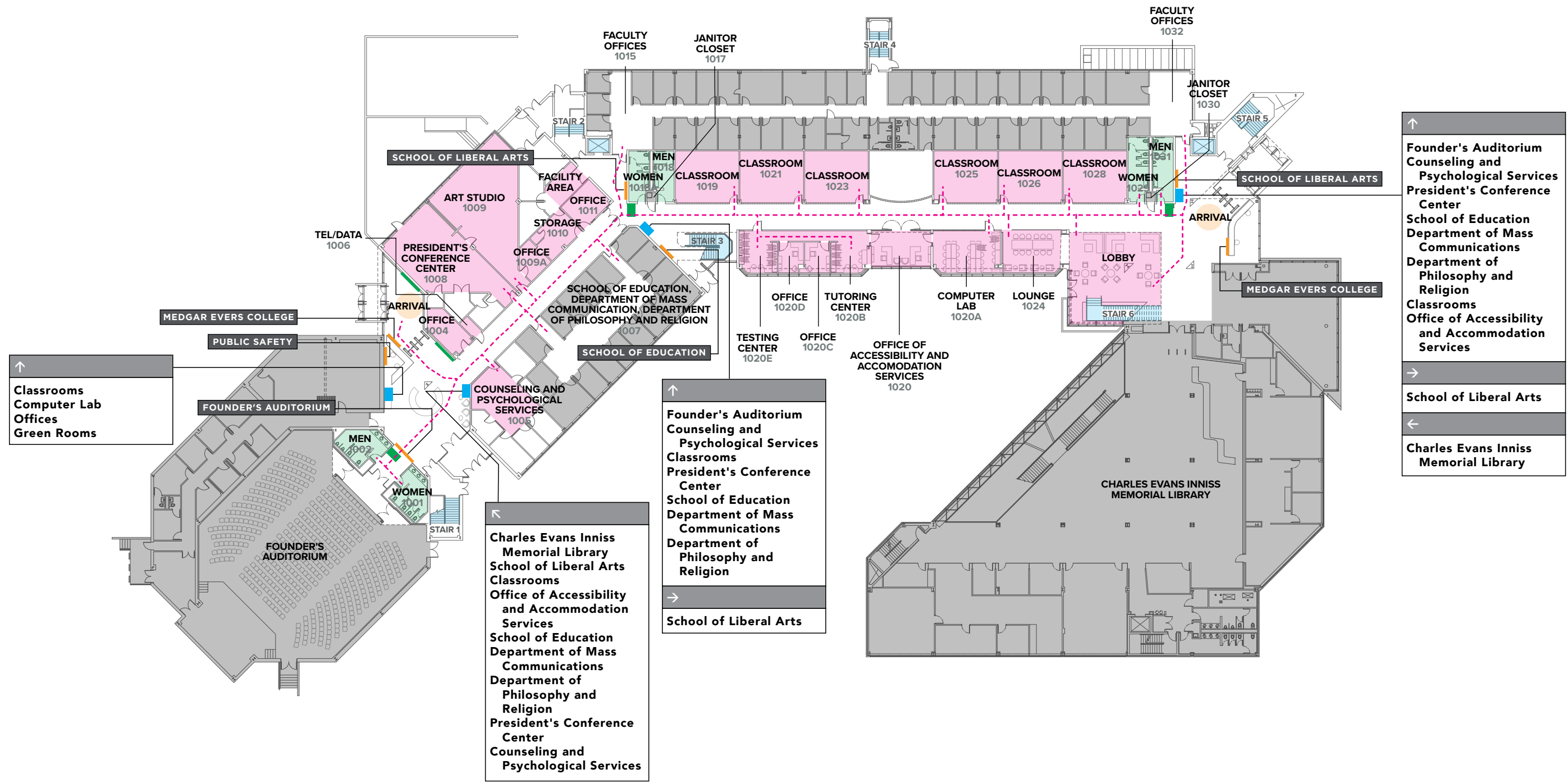
**WAYFINDING & INTERIOR SIGNAGE
BEDFORD AVENUE BUILDING**

ISSUED FOR FINAL APPROVAL
03.01.24

SIGN TYPE LIST & QUANTITY

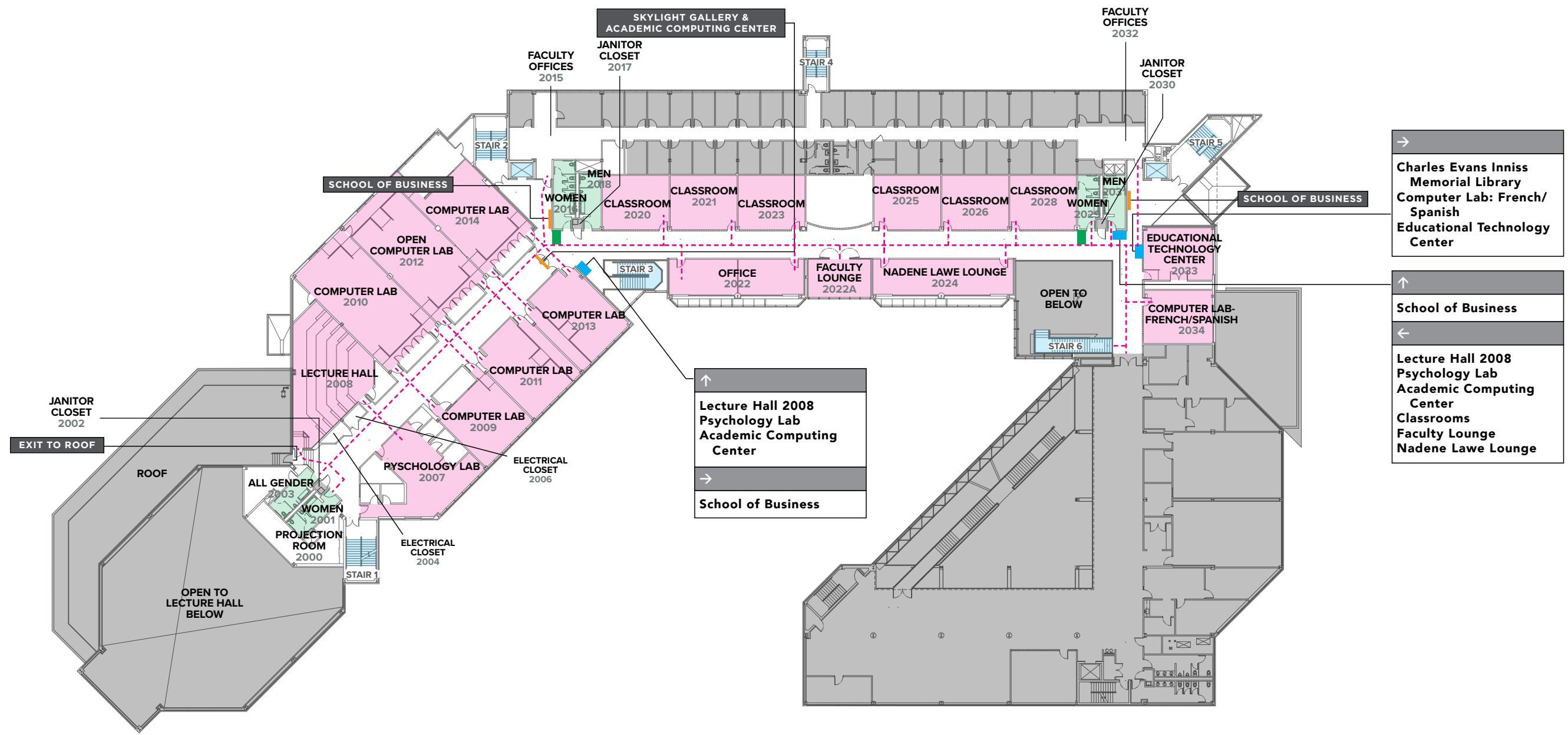
SIGN TYPE	DESCRIPTION	Level 1	Level 2	TOTAL	NOTES
1A	Dimensional Department ID, 6" CH.	001	000	001	
1B	Dimensional Department ID, 4" CH.	004	003	007	
02	Interior Brand ID	002	000	002	
04	Level Directory	002	002	004	
06	Directional	004	003	007	
07	Room ID	022	031	053	
07A	Room ID, Large	001	000	001	
08A	Restroom ID (Men / Women)	006	006	012	
08D	Restroom ID Flagmounted	003	002	005	Furnish (4) Additional Signs.
09	Stair ID (Occupancy)	003	003	006	
11	Exit Stair ID	003	003	006	
12	Emergency Exit ID	000	000	000	MEC TO PROVIDE LOCATIONS
13	Elevator Jamb ID	004	004	008	
14	Utility ID	004	006	010	
15	Regulatory ID	001	001	002	
16	Computer Lab Rules	000	001	001	
19	Fire Regulatory	000	002	002	
20	Elevator Egress	002	002	004	
21	Office ID	004	000	004	
22	Classroom Insert	006	022	028	
22B	Classroom ID Flagmounted	000	012	012	
23	Insert Holder	002	002	004	
24	Push/Pull	002	000	002	Furnish and Install Push/Pull Signage at (2) Additional locations, see photos #2, and 7.
	Distraction Markings	001	000		Furnish and Install Distraction Markings @ (2) Locations See Photos #3 and #4
	Medgar Evers Phrases Quotes	001	001		Furnish and Install MEC Phrase Quotes at the Locations shown in photos #1, #4, and #5.

WAYFINDING PLAN FIRST FLOOR



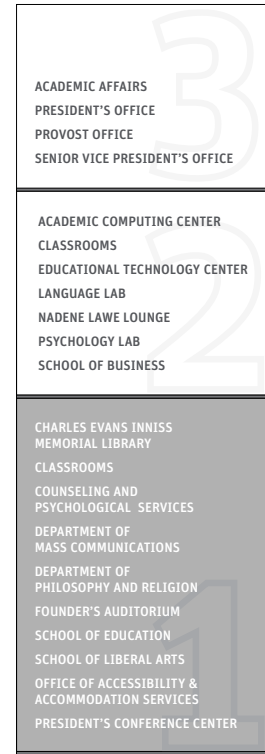
- LEGEND**
- DESTINATION LOCATIONS
 - OFFICES / OUT OF SCOPE
 - ELEVATORS & STAIRS
 - RESTROOMS
 - ARRIVAL
 - PEDESTRIAN TRAFFIC
 - DIRECTIONAL SIGNAGE
 - RESTROOM ID FLAG
 - DIMENSIONAL LETTERS
 - DIMENSIONAL (?) QUOTES
 - EXTERIOR BRAND ID

WAYFINDING PLAN SECOND FLOOR

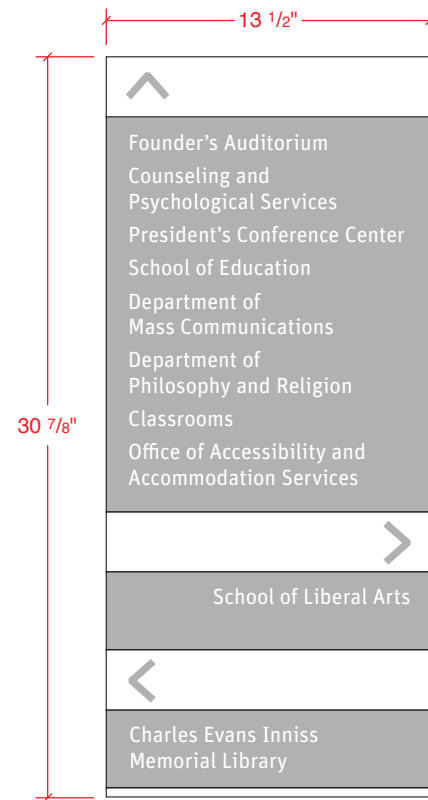


- LEGEND**
- DESTINATION LOCATIONS
 - OFFICES / OUT OF SCOPE
 - ELEVATORS & STAIRS
 - RESTROOMS
 - ARRIVAL
 - PEDESTRIAN TRAFFIC
 - DIRECTIONAL SIGNAGE
 - RESTROOM ID FLAG
 - DIMENSIONAL LETTERS
 - DIMENSIONAL (?) QUOTES
 - EXTERIOR BRAND ID

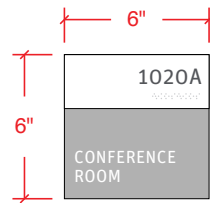
FAMILY OF SIGNS



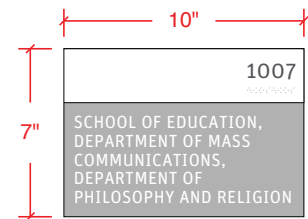
1 04 Level Directory
Scale: 1-1/2" = 1'-0"



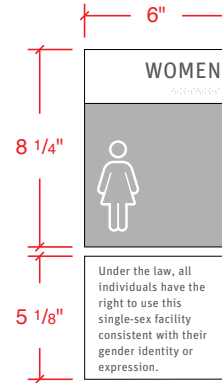
2 06 Directional
Scale: 1-1/2" = 1'-0"



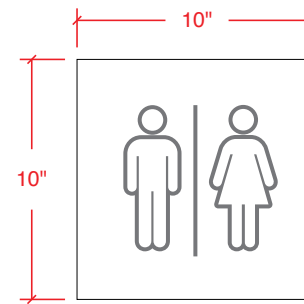
3 07 Room ID
Scale: 1-1/2" = 1'-0"



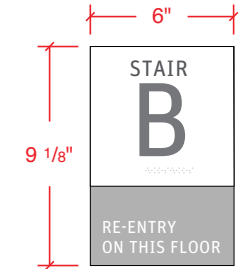
4 07A Room ID, Large
Scale: 1-1/2" = 1'-0"



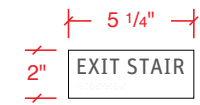
5 08A Restroom ID (Men/Women)
Scale: 1-1/2" = 1'-0"



6 08D Restroom ID Flagmounted
Scale: 1-1/2" = 1'-0"



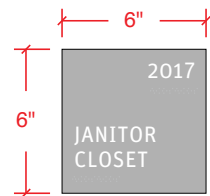
7 09 Stair ID (Occupancy)
Scale: 1-1/2" = 1'-0"



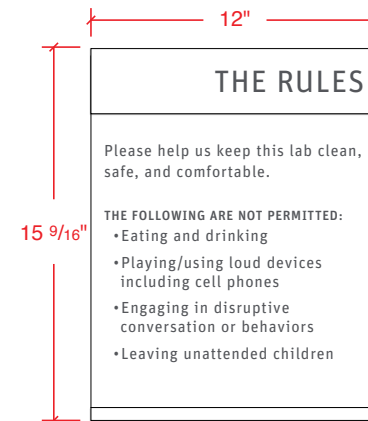
8 11 Exit Stair ID
Scale: 1-1/2" = 1'-0"



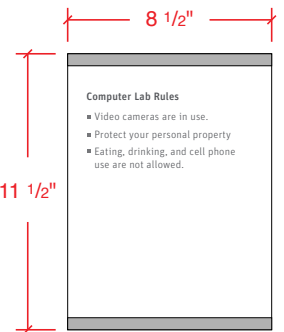
9 12 Emergency Exit ID
Scale: 1-1/2" = 1'-0"



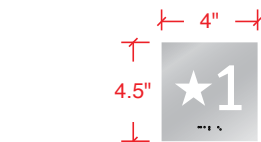
11 14 Utility ID
Scale: 1-1/2" = 1'-0"



15 15 Regulatory ID
Scale: 1-1/2" = 1'-0"



19 23 Insert Holder
Scale: 1-1/2" = 1'-0"



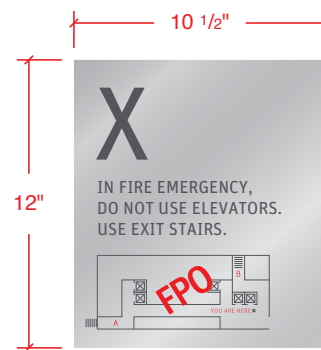
10 13 Elevator Jamb ID
Scale: 1-1/2" = 1'-0"



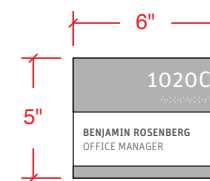
12 15 Regulatory ID
Scale: 1-1/2" = 1'-0"



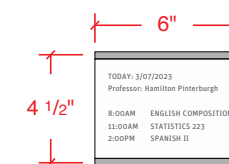
13 19 Fire Regulatory
Scale: 1-1/2" = 1'-0"



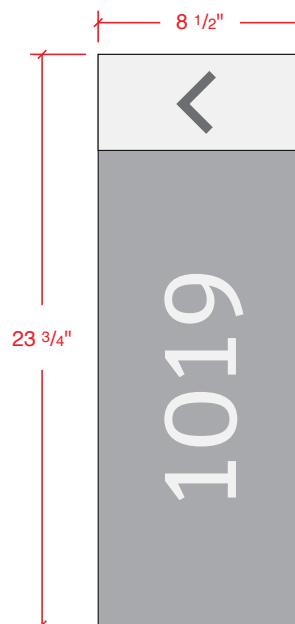
14 20 Elevator Egress
Scale: 1-1/2" = 1'-0"



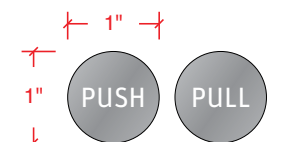
16 21 Office ID
Scale: 1-1/2" = 1'-0"



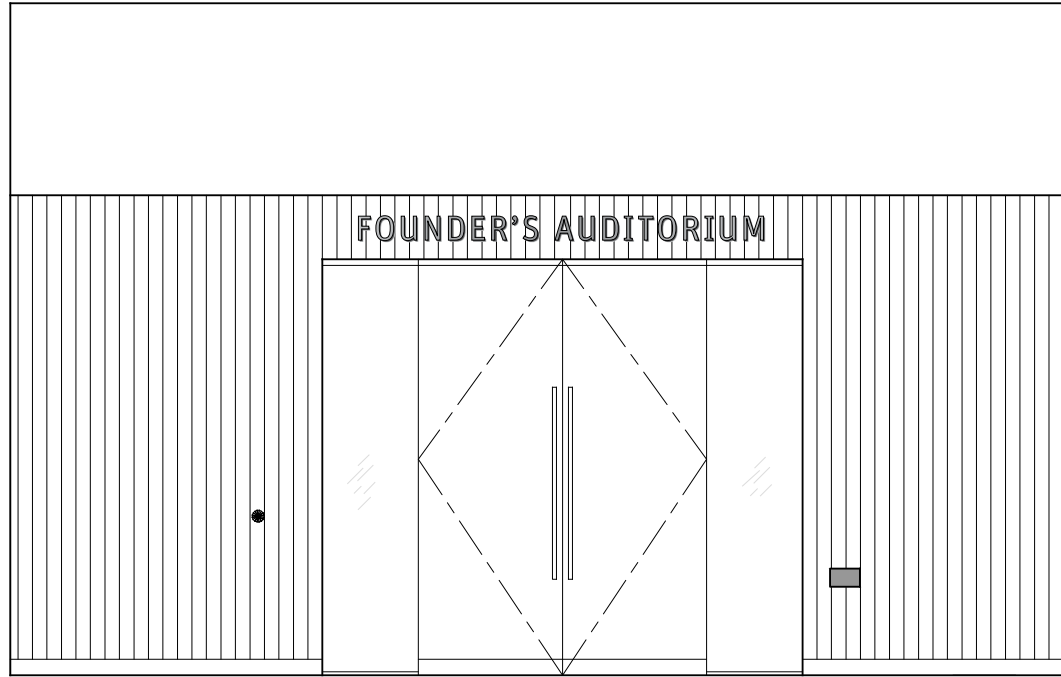
17 22 Classroom Insert
Scale: 1-1/2" = 1'-0"



18 25 Classroom ID, Flag
Scale: 1-1/2" = 1'-0"

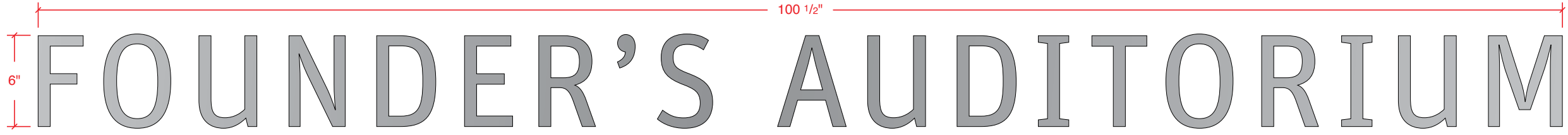


20 24 Push/Pull NTS

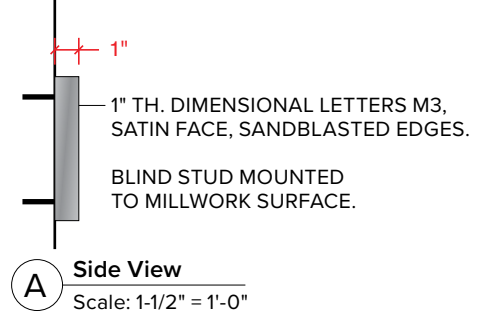


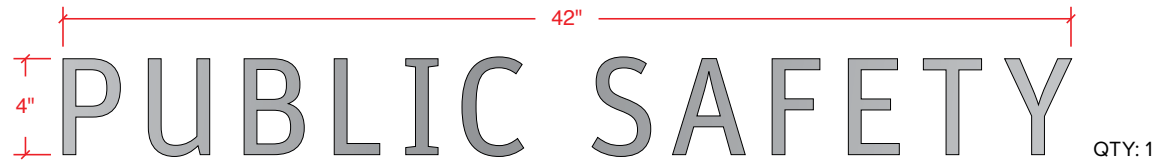
1 Elevation - Founder's Auditorium Doors
Scale: 1/4" = 1'-0"

2 Site Photos
NTS

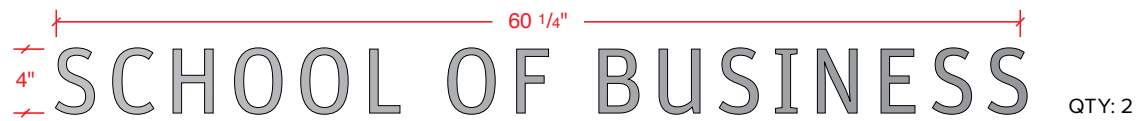
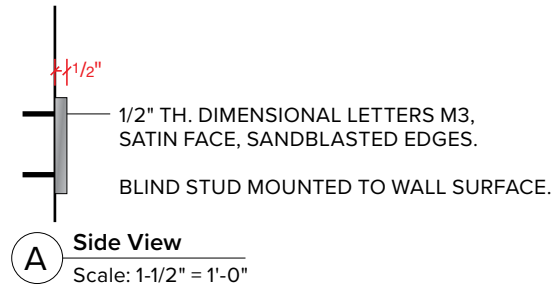


3 Detail - 01A Dimensional Department ID, 6" CH.
Scale: 1-1/2" = 1'-0"





1 Detail - 01B Dimensional Department ID, 4" CH.
Scale: 1-1/2" = 1'-0"



3 All Layouts
Scale: 1" = 1'-0"



PUBLIC SAFETY



SCHOOL OF EDUCATION



SCHOOL OF LIBERAL ARTS



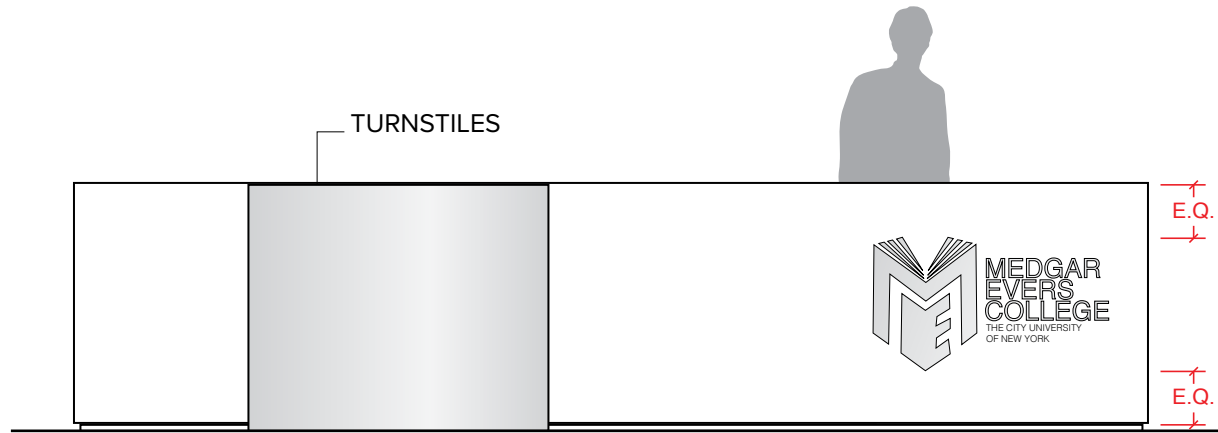
SCHOOL OF BUSINESS



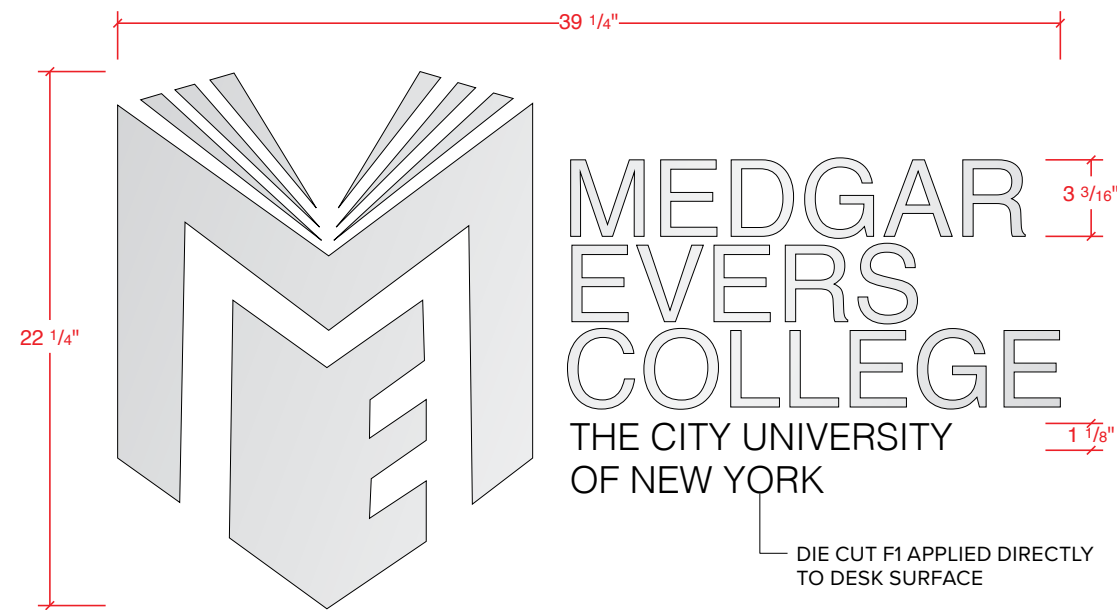
SKYLIGHT GALLERY & ACADEMIC COMPUTING CENTER

2 Site Photos
Scale: 1-1/2" = 1'-0"

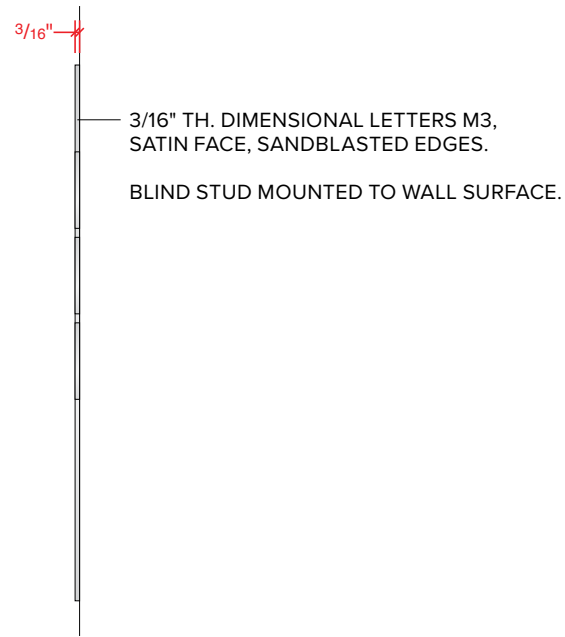
INTERIOR BRAND ID AT PUBLIC SAFETY WEST ENTRANCE ELEVATION



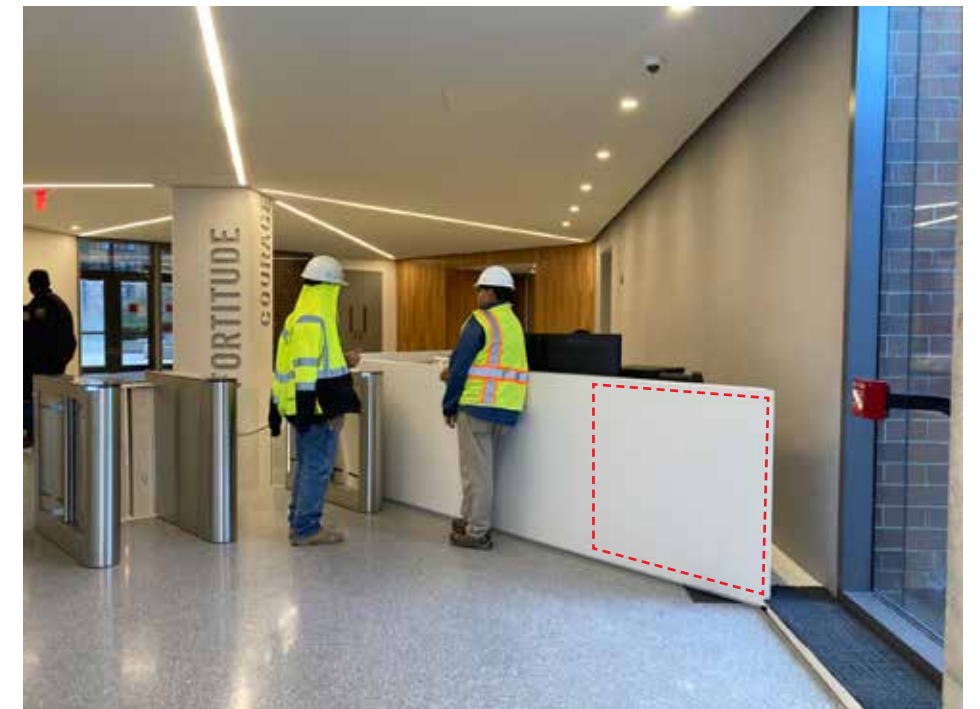
1 Elevation - West Entrance Public Safety Desk
Scale: 3/8" = 1'-0"



2 Detail - 02 Interior Brand ID
Scale: 1-1/2" = 1'-0"

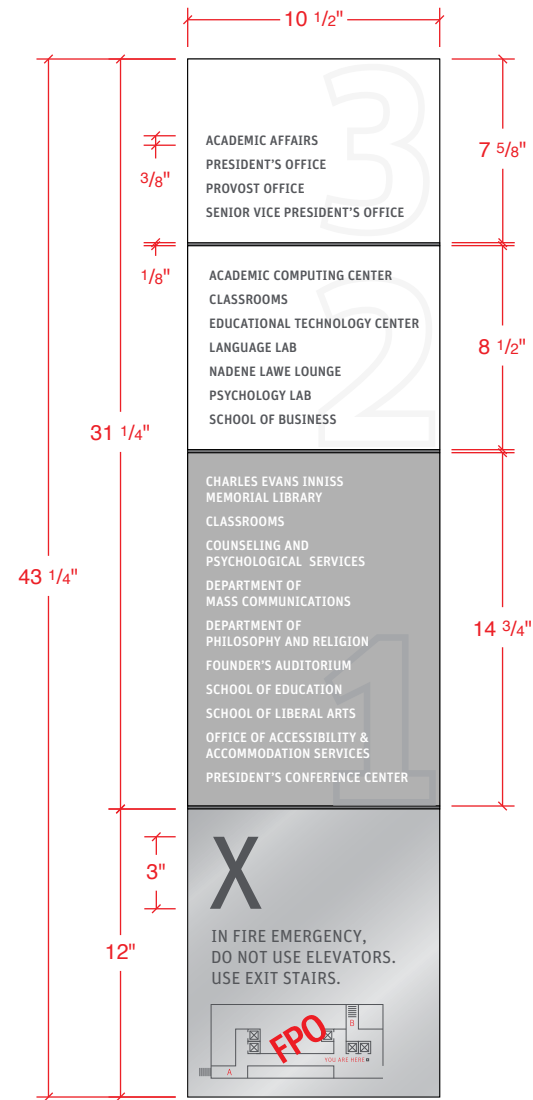


A Side View
Scale: 1-1/2" = 1'-0"



3 Site Photo
NTS

04 DIRECTORY ELEVATION AT ELEVATOR



1 Detail - 04 Directory
Scale: 1-1/2" = 1'-0"

NON LEVEL-DESIGNATION PANEL
M6, 1/8" TH. BACK-PAINTED P3
MOUNTED TO COMMON BACKPLATE
SILKSCREEN COPY AND SYMBOLS P6 FIRST SURFACE
SILKSCREEN LEVEL NUMBER P8 FIRST SURFACE

COMMON BACKPLATE
M2, 0.32" TH.
FACE AND EDGES PAINTED P3

DESIGNATION PANEL
M6, 1/8" TH. BACK-PAINTED P7
MOUNTED TO COMMON BACKPLATE
SILKSCREEN COPY AND SYMBOLS P3 FIRST SURFACE
SILKSCREEN LEVEL NUMBER P6 FIRST SURFACE

EGRESS PANEL
M3, 1/8" TH.
COPY ETCHED AND PAINT-FILLED P4 AND P9
MOUNTED TO COMMON BACKPLATE

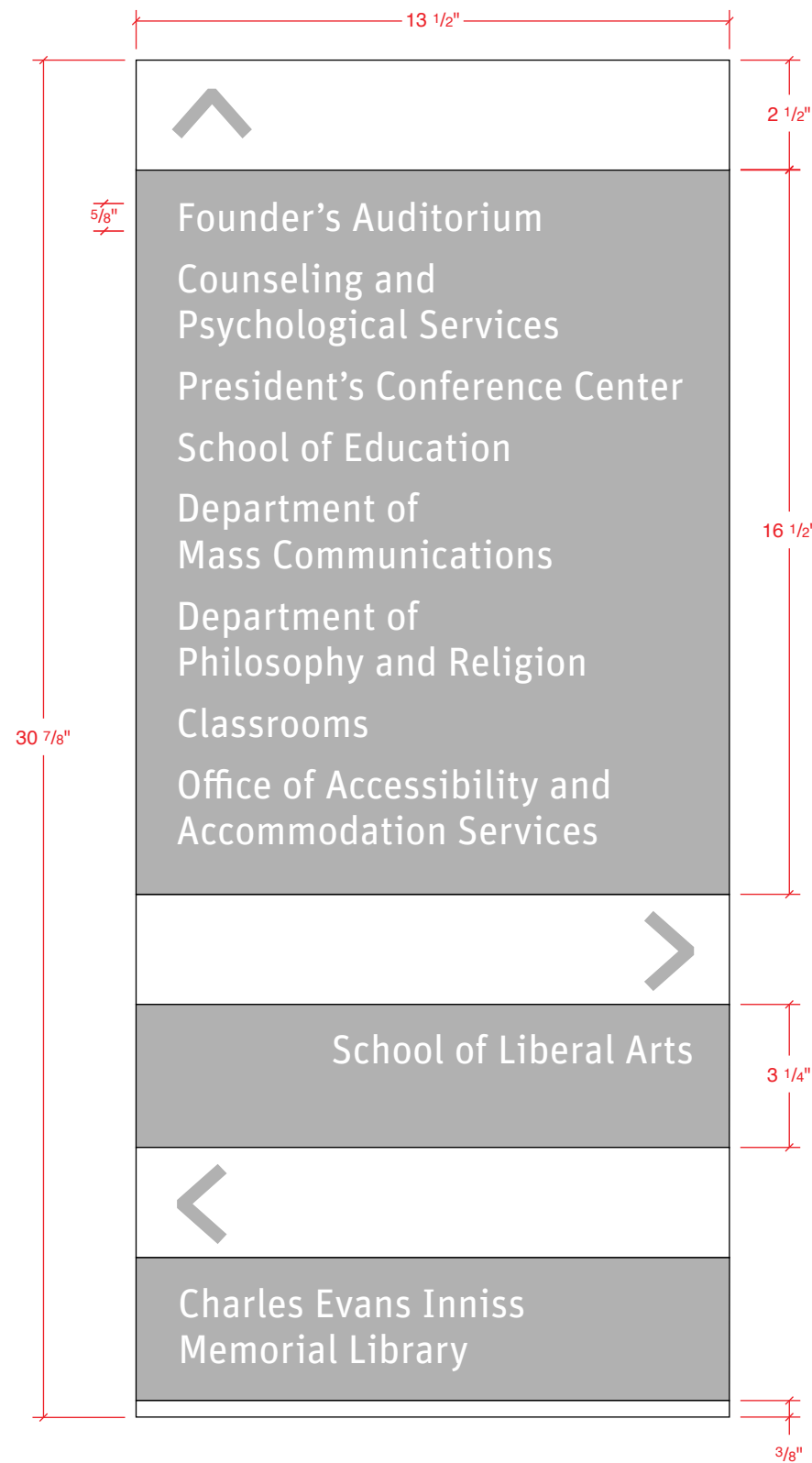
MOUNTING
MECHANICALLY FASTEN WITH
NO VISIBLE FASTENERS

SITE SURVEY AND TAKE FEILD
MEASUREMENTS PRIOR TO FABRICATION

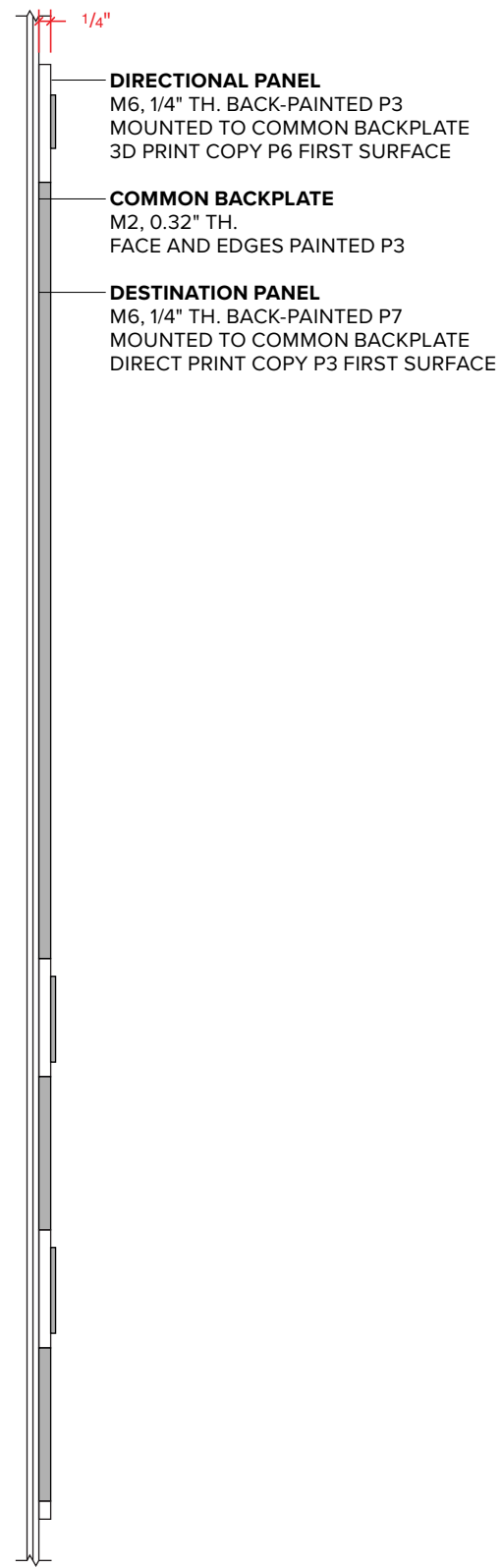


2 Elevation - Elevator, Typical
Scale: 3/4" = 1'-0"

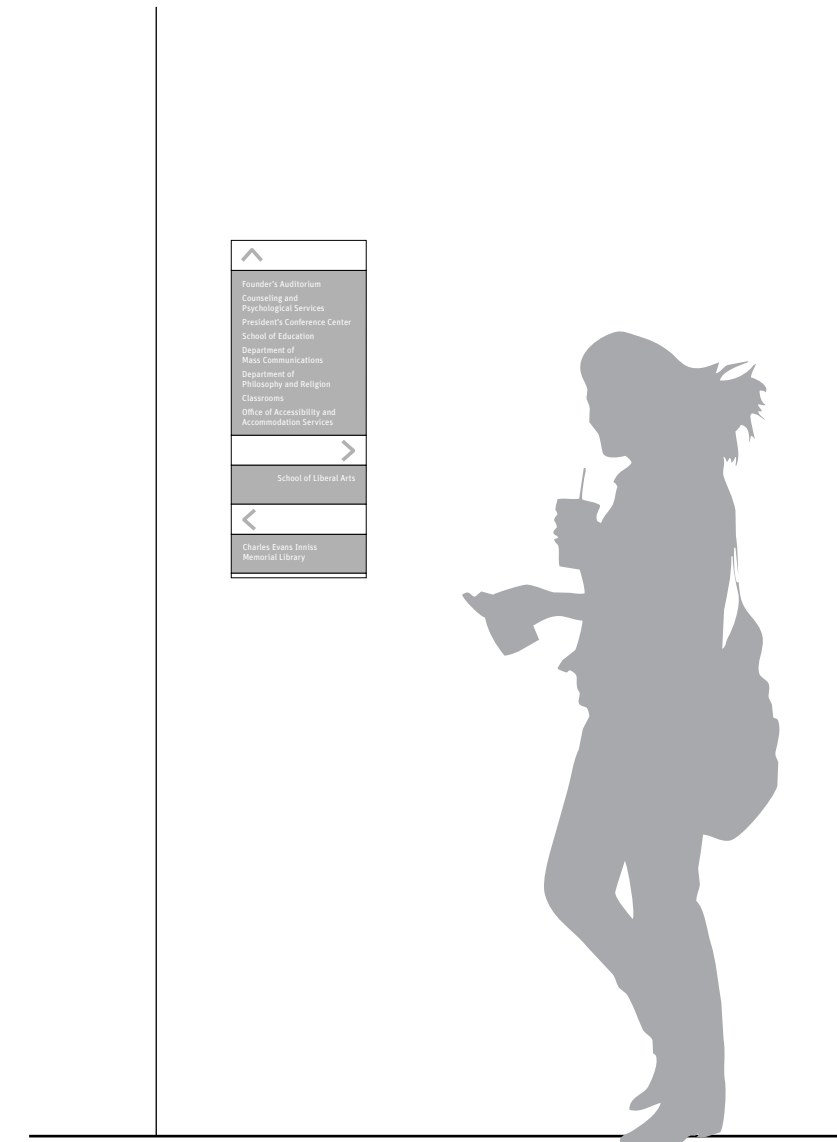
06 DIRECTIONAL EAST ENTRANCE LAYOUT & ELEVATION



1 **01 Directional - First Floor Lobby Layout**
Scale: 1/4 Full Size

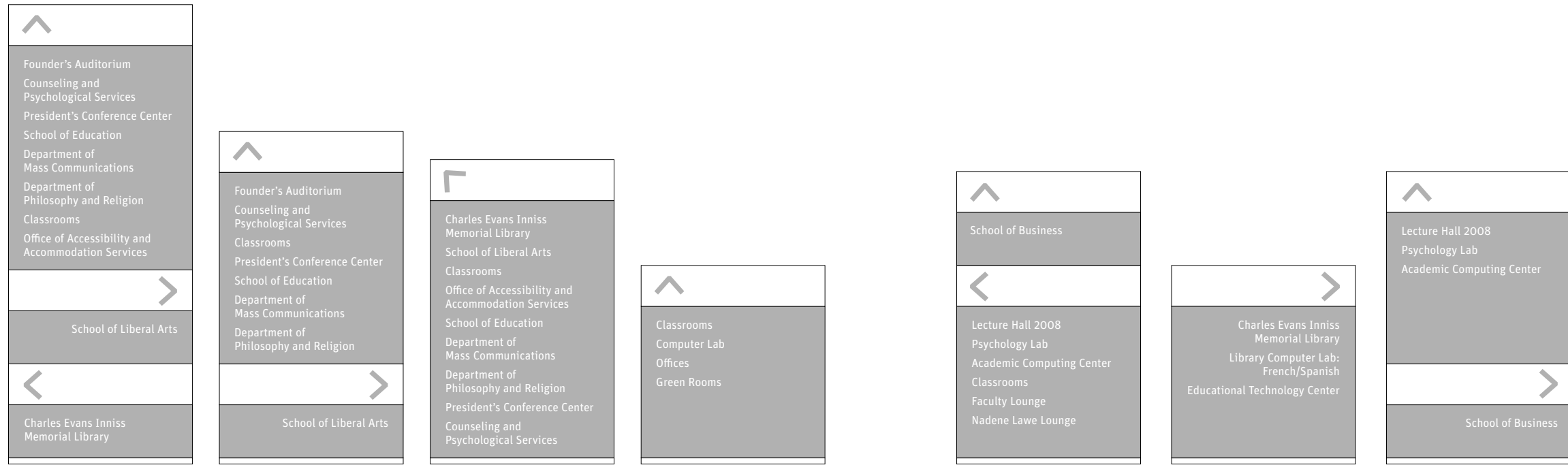


A **Section**
Scale: 1/4 Full Size



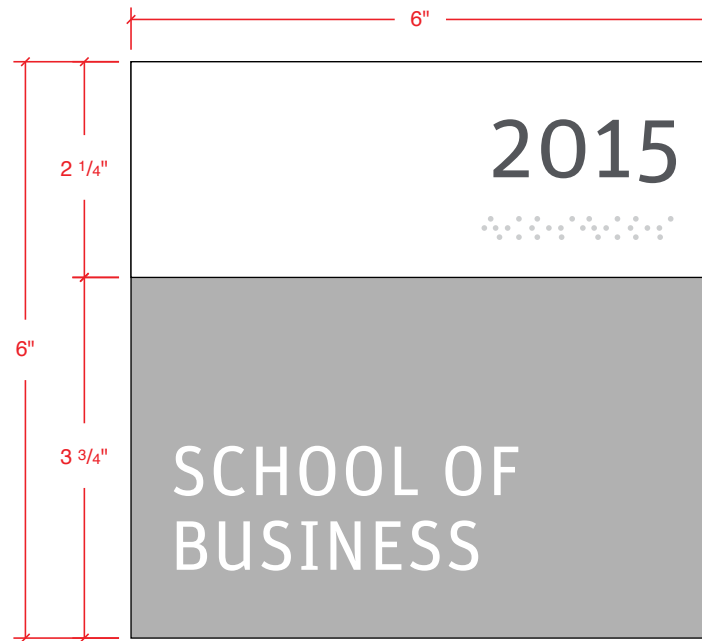
2 **Elevation - Directional at East Lobby**
Scale: 3/4" = 1'-0"

06 DIRECTIONAL ALL LAYOUTS

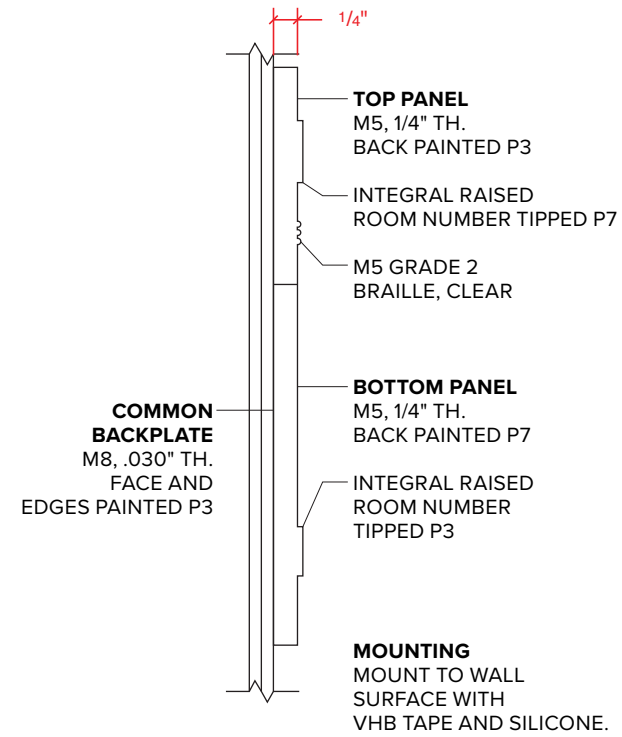


1 **01 Directional - First Floor Layouts**
Scale: 1-1/2" = 1'-0"

2 **01 Directional - Second Floor Layouts**
Scale: 1-1/2" = 1'-0"



1 Detail - 07 Room ID
Scale: 1/2 Full Size

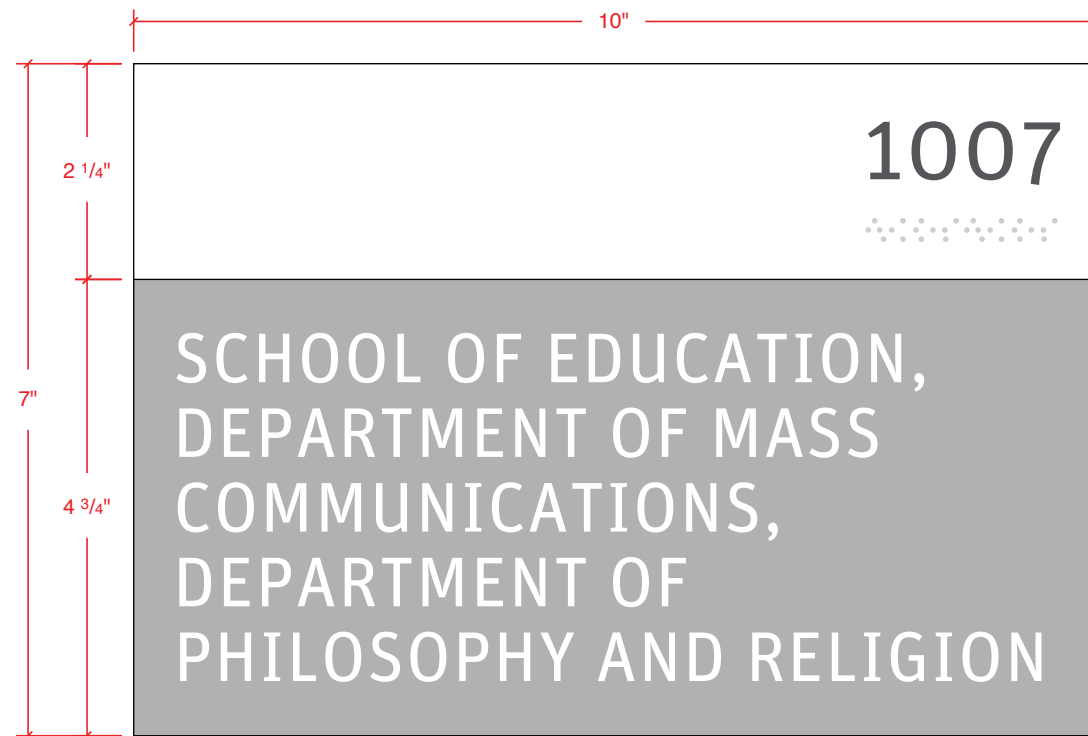


07 ROOM ID ALL LAYOUTS

<p>AUD</p> <p>FOUNDER'S AUDITORIUM</p> <p>QTY: 1</p>	<p>1005</p> <p>COUNSELING & PSYCHOLOGICAL SERVICES</p> <p>QTY: 1</p>	<p>1008</p> <p>PRESIDENT'S CONFERENCE CENTER</p> <p>QTY: 1</p>	<p>1009</p> <p>ART STUDIO</p> <p>QTY: 1</p>	<p>1020B-E</p> <p>TESTING & TUTORING CENTER</p> <p>QTY: 2</p>	<p>1020E</p> <p>TESTING CENTER</p> <p>QTY: 1</p>	
<p>1020B</p> <p>TUTORING CENTER</p> <p>QTY: 1</p>	<p>1020</p> <p>OFFICE OF ACCESSIBILITY & ACCOMMODATION</p> <p>QTY: 3</p>	<p>1020A</p> <p>COMPUTER LAB</p> <p>QTY: 2</p>	<p>1015</p> <p>SCHOOL OF LIBERAL ARTS</p> <p>QTY: 1</p>	<p>1032</p> <p>SCHOOL OF LIBERAL ARTS</p> <p>QTY: 1</p>		
<p>2015</p> <p>SCHOOL OF BUSINESS</p> <p>QTY: 1</p>	<p>2032</p> <p>SCHOOL OF BUSINESS</p> <p>QTY: 1</p>	<p>2022</p> <p>OFFICE</p> <p>QTY: 1</p>	<p>2022</p> <p>FACULTY LOUNGE</p> <p>QTY: 1</p>	<p>2024</p> <p>NADENE LAWE LOUNGE</p> <p>QTY: 2</p>	<p>2033</p> <p>EDUCATIONAL TECHNOLOGY CENTER</p> <p>QTY: 1</p>	<p>2034</p> <p>COMPUTER LAB: FRENCH/SPANISH</p> <p>QTY: 1</p>

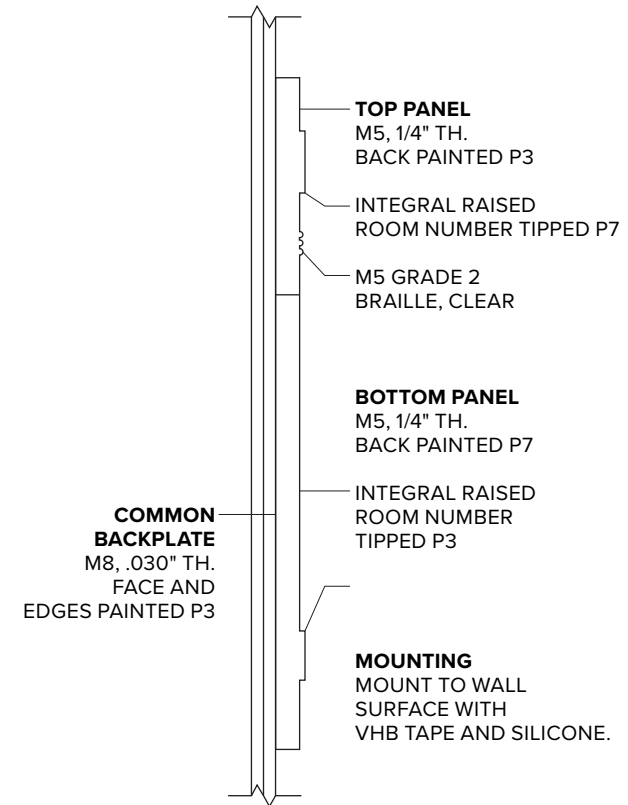
1 All Layouts
Scale: 1/4 Full Size

07A ROOM ID, LARGE DETAIL

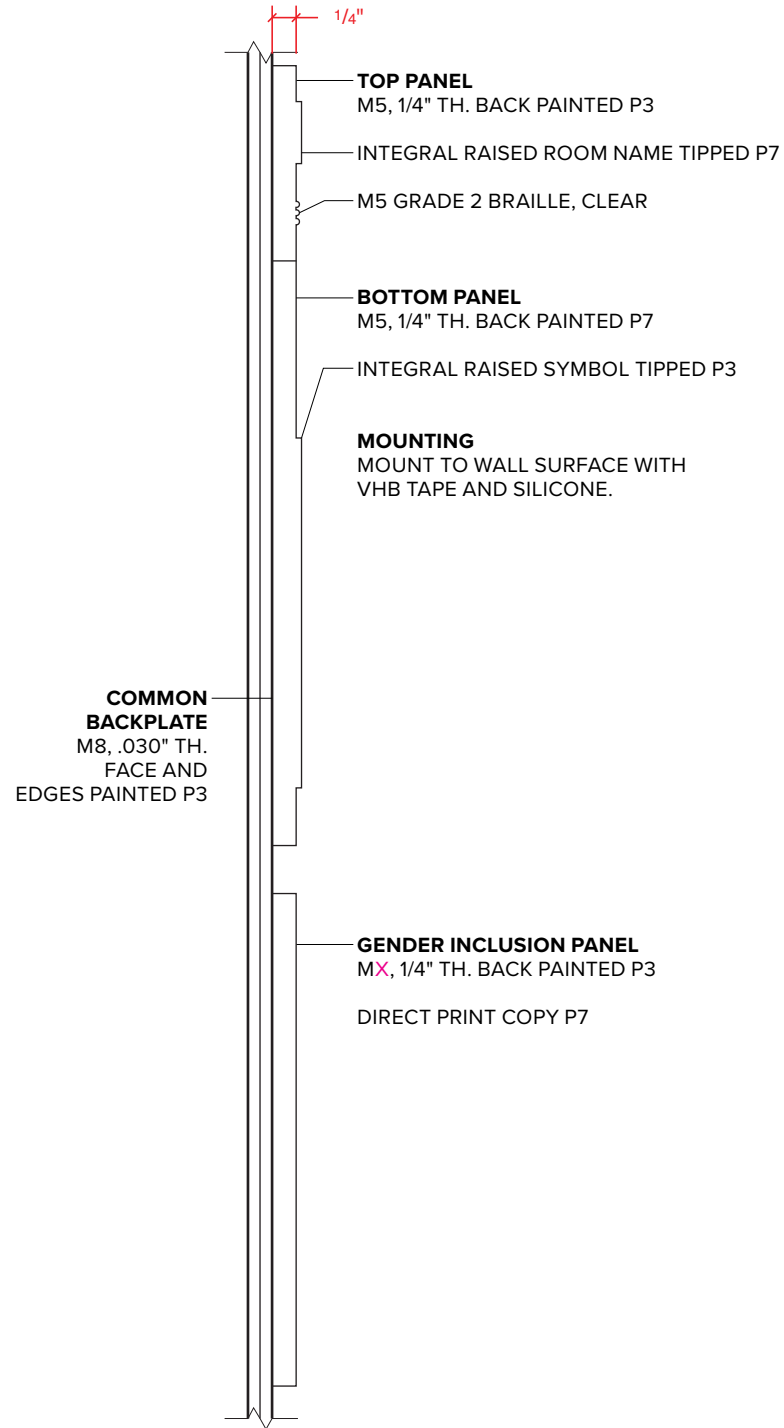
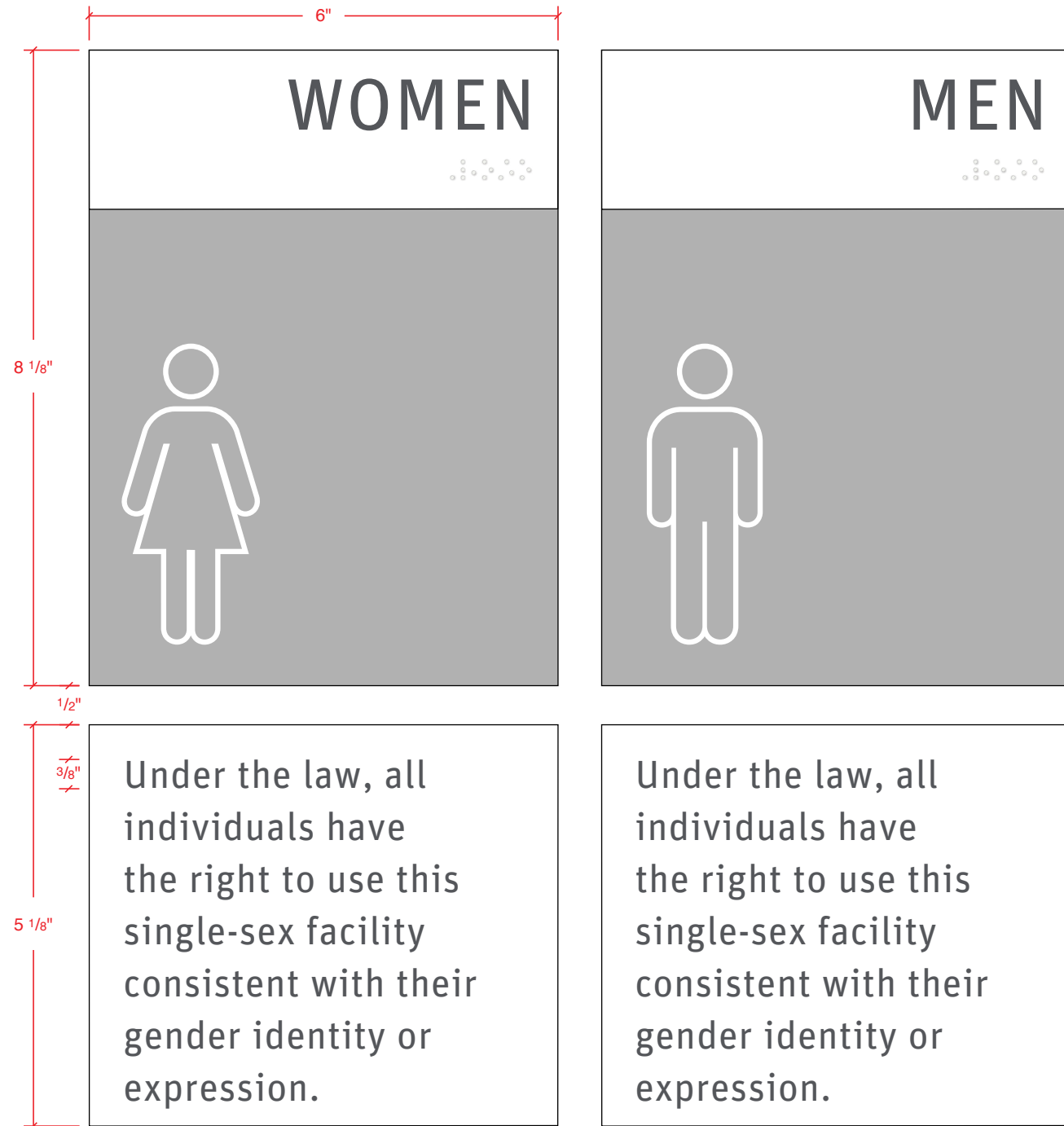


1 Detail - 07A Room ID, LARGE
Scale: 1/2 Full Size

QTY: 2



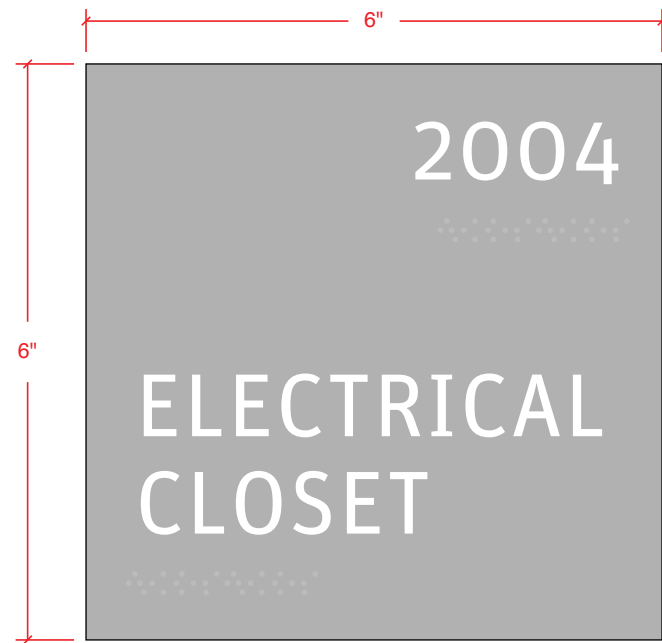
08A RESTROOM ID DETAIL & ELEVATION



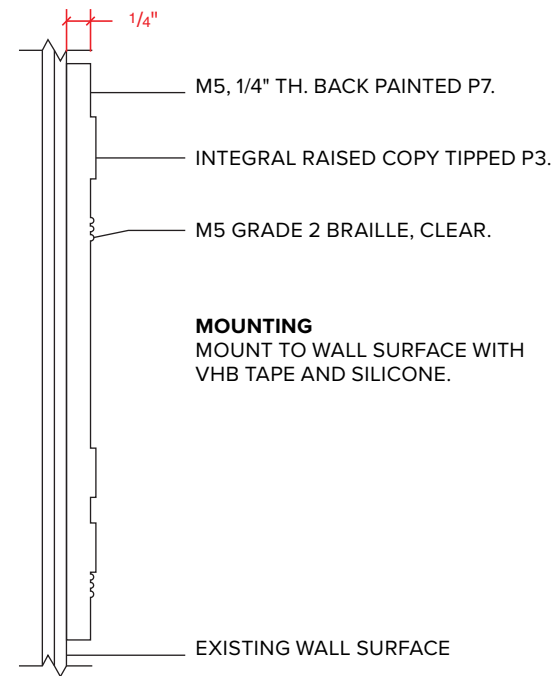
1 08A Restroom ID and Gender Inclusion Message
Scale: 1/2 Full Size

A Section
Scale: 1/2 Full Size

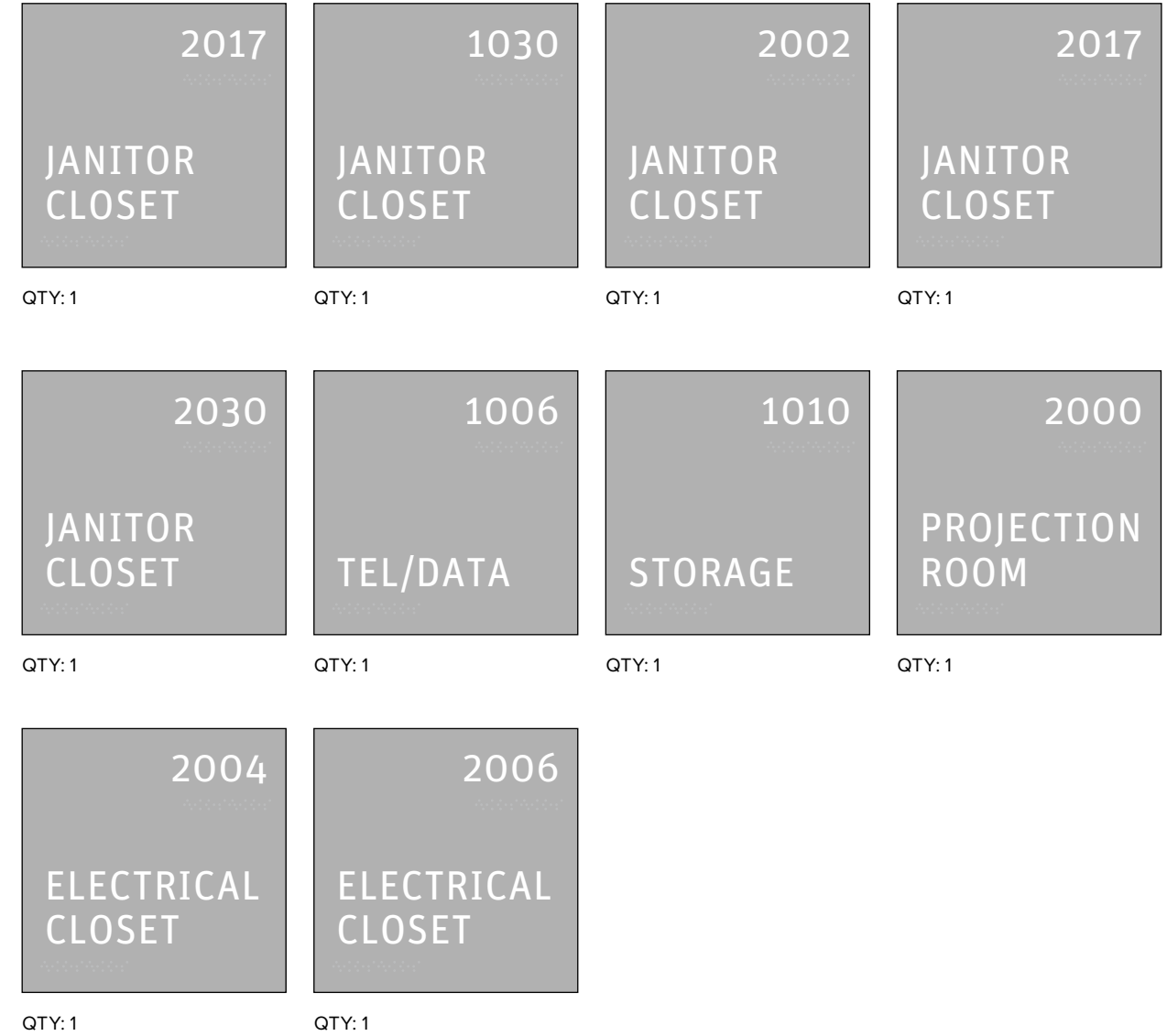
2 Elevation - Restroom ID
Scale: 3/4" = 1'-0"



1 Detail - 14 Utility ID
Scale: 1/2 Full Size

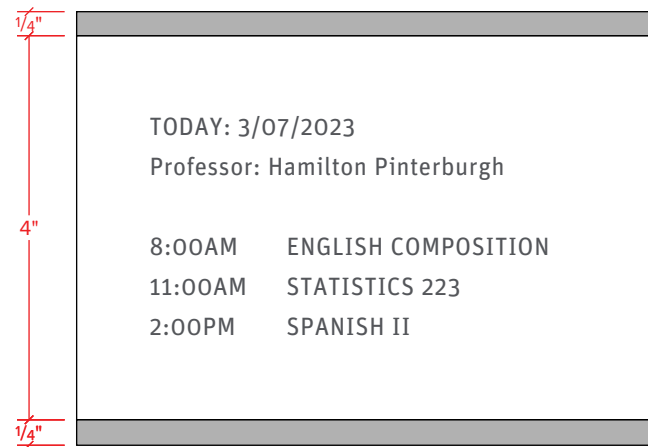


A Section
Scale: 1/2 Full Size

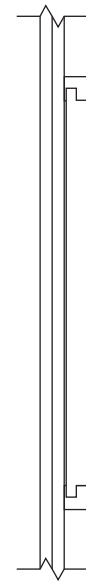


2 All Layouts
Scale: 1/4 Full Size

22 CLASSROOM INSERT HOLDER ELEVATIONS / MOUNTING CONDITIONS



1 Detail - 22 Classroom Insert Holder
 Scale: 1/2 Full Size

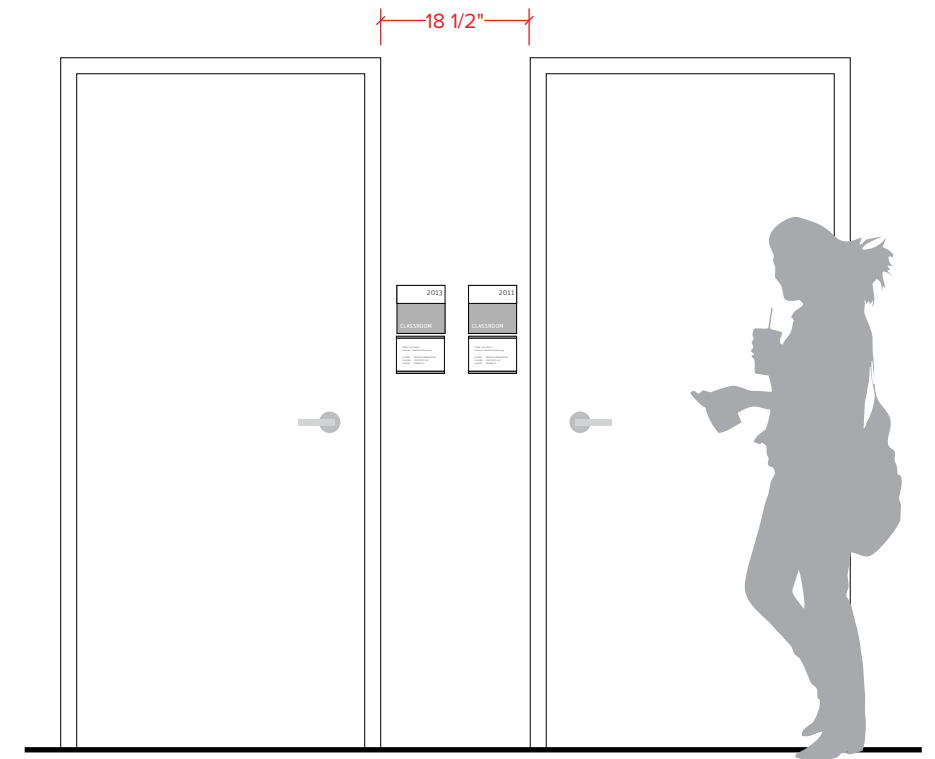


A Section
 Scale: 1/2 Full Size



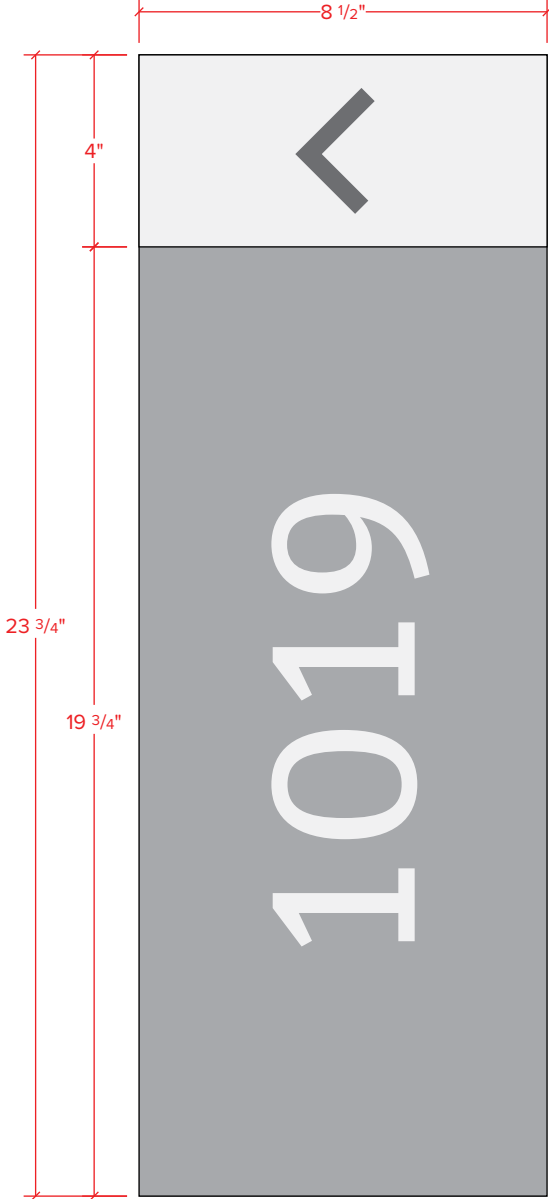
MOUNTS ON PERPENDICULAR WALL

2 Elevation - Classroom Sign
 Scale: 1/2" = 1'-0"



3 Elevation - Classroom Sign
 Scale: 1/2" = 1'-0"

22B CLASSROOM ID, FLAG-MOUNTED DETAIL & ALL LAYOUTS

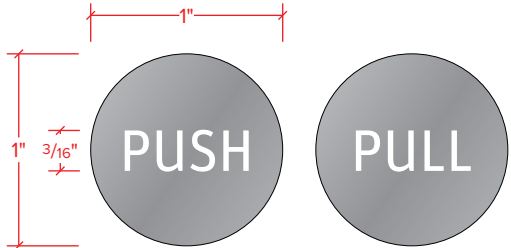


1 Detail - 22B Classroom ID, Flag-Mounted
Scale: 1/4 Full Size

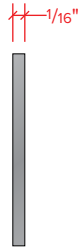


2 Elevation - 22B Classroom ID, Flag-Mounted
Scale: 1/2" = 1'-0"

24 PUSH/PULL DETAIL



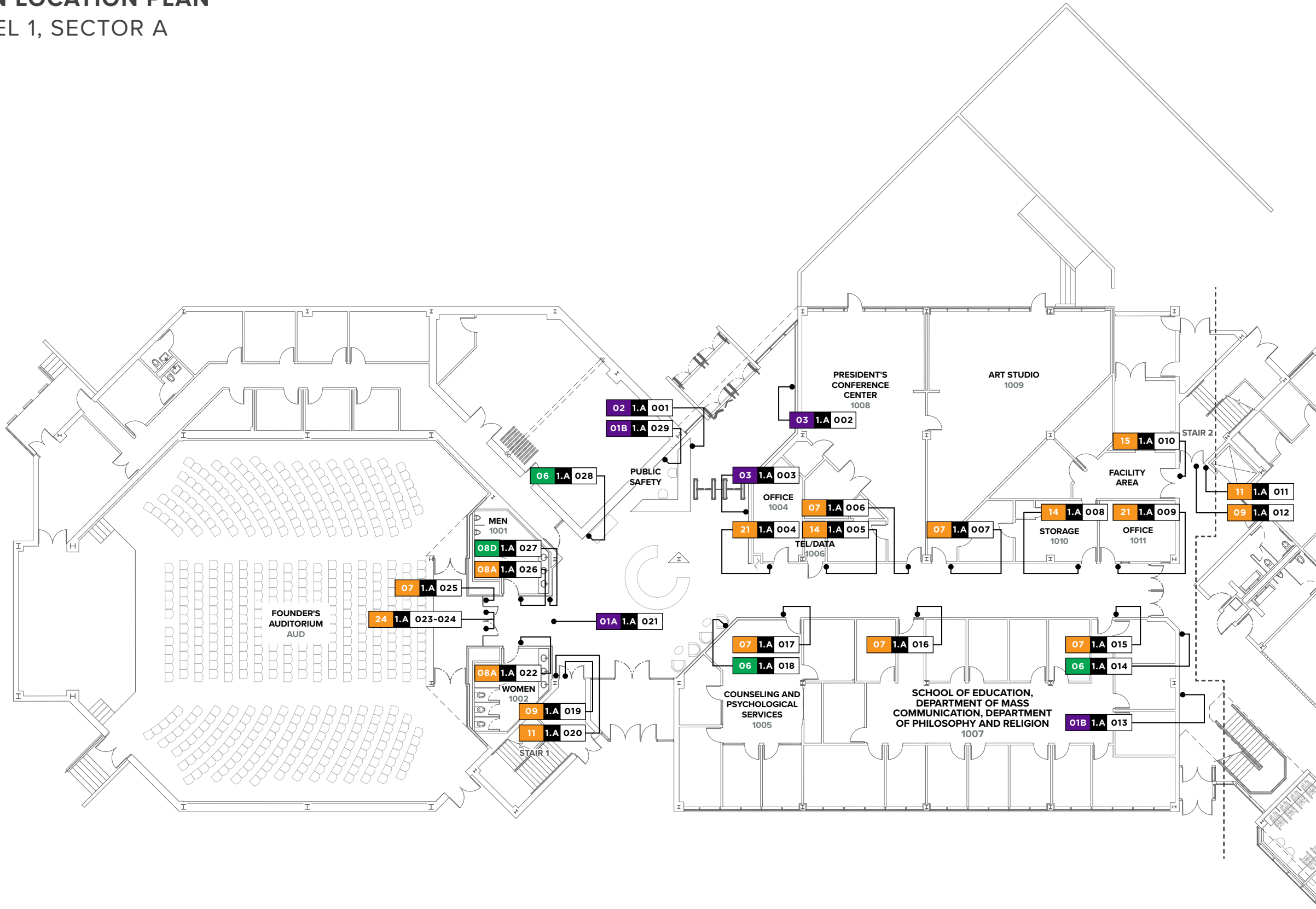
1 Detail - 24 Push/Pull
Scale: Full Size



A Side View
Scale: Full Size

SIGN LOCATION PLAN

LEVEL 1, SECTOR A



EXTERIOR

EX-1 BRAND ID AT ENTRANCE

MAJOR SPACE IDENTIFICATION / BRAND SIGNAGE

- 01A DIMENSIONAL DEPARTMENT ID, 6" CH.
- 01B DIMENSIONAL DEPARTMENT ID, 4" CH.
- 02 INTERIOR BRAND ID
- 03 FOUNDER QUOTE
- 25 EXISTING SEAL

WAYFINDING

- 04 LEVEL DIRECTORY
- 06 DIRECTIONAL
- 08D RESTROOM ID FLAGMOUNTED
- 26 CLASSROOM ID FLAGMOUNTED

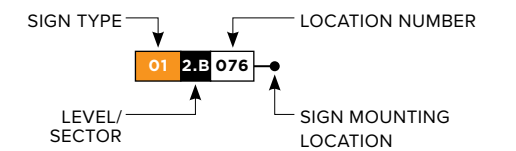
ROOM SIGNS

- 07 ROOM ID
- 08A RESTROOM ID (MEN/WOMEN)
- 14 UTILITY ID
- 16 COMPUTER LAB RULES
- 21 OFFICE ID
- 22 CLASSROOM INSERT HOLDER
- 23 INSERT HOLDER
- 24 PUSH/PULL

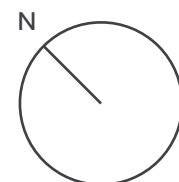
CODE SIGNS

- 09 STAIR ID (OCCUPANCY)
- 11 EXIT STAIR ID
- 12 EMERGENCY EXIT ID
- 13 ELEVATOR JAMB ID
- 19 FIRE REGULATORY
- 20 ELEVATOR EGRESS

SIGN LOCATION LEGEND

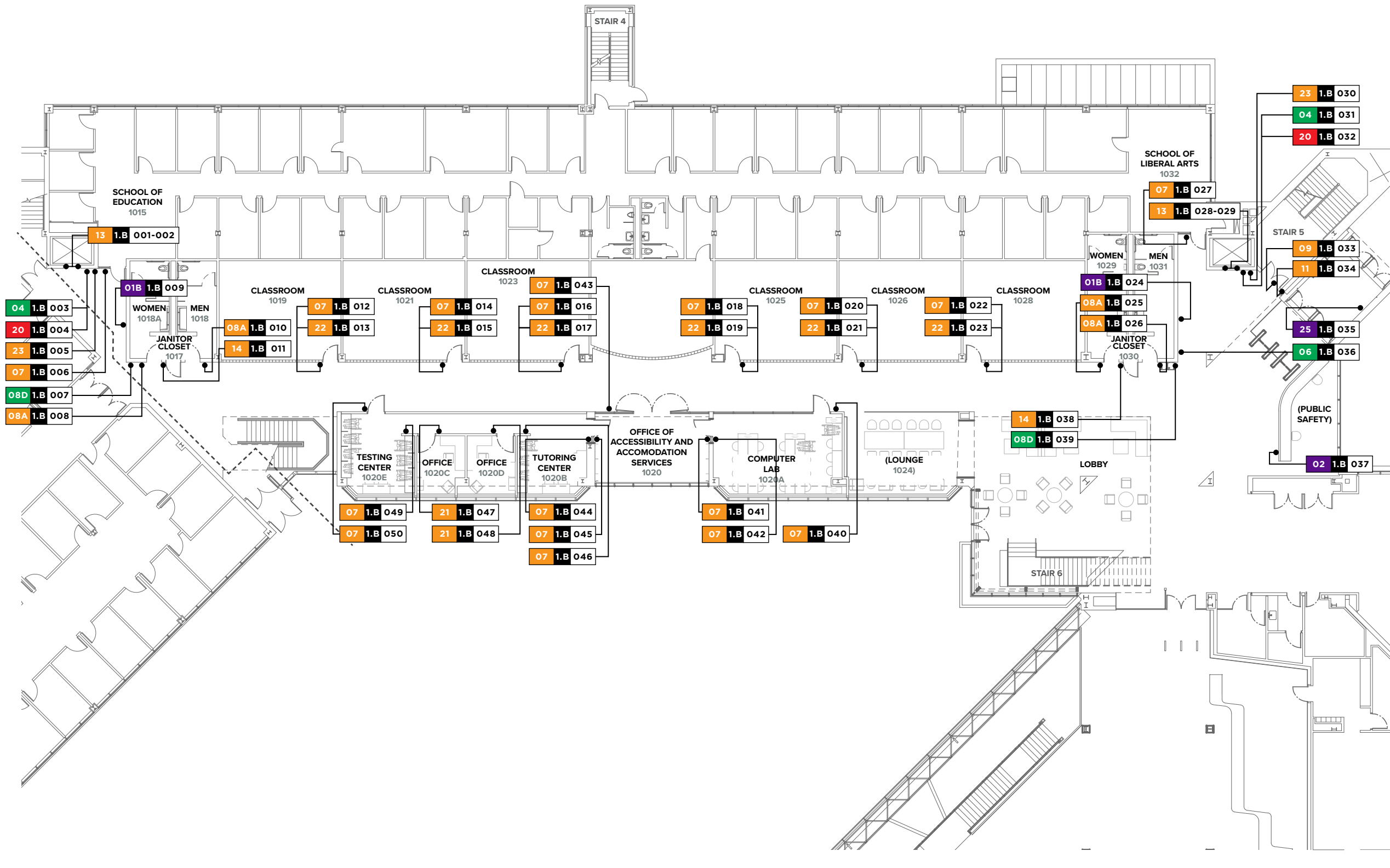


KEY



SIGN LOCATION PLAN

LEVEL 1, SECTOR B



EXTERIOR

EX-1 BRAND ID AT ENTRANCE

MAJOR SPACE IDENTIFICATION / BRAND SIGNAGE

- 01A DIMENSIONAL DEPARTMENT ID, 6" CH.
- 01B DIMENSIONAL DEPARTMENT ID, 4" CH.
- 02 INTERIOR BRAND ID
- 03 FOUNDER QUOTE
- 25 EXISTING SEAL

WAYFINDING

- 04 LEVEL DIRECTORY
- 06 DIRECTIONAL
- 08D RESTROOM ID FLAGMOUNTED
- 26 CLASSROOM ID FLAGMOUNTED

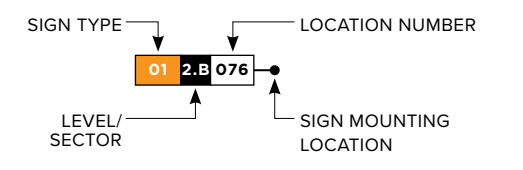
ROOM SIGNS

- 07 ROOM ID
- 08A RESTROOM ID (MEN/WOMEN)
- 14 UTILITY ID
- 16 COMPUTER LAB RULES
- 21 OFFICE ID
- 22 CLASSROOM INSERT HOLDER
- 23 INSERT HOLDER
- 24 PUSH/PULL

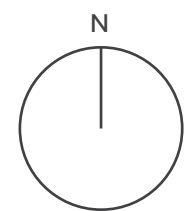
CODE SIGNS

- 09 STAIR ID (OCCUPANCY)
- 11 EXIT STAIR ID
- 12 EMERGENCY EXIT ID
- 13 ELEVATOR JAMB ID
- 19 FIRE REGULATORY
- 20 ELEVATOR EGRESS

SIGN LOCATION LEGEND

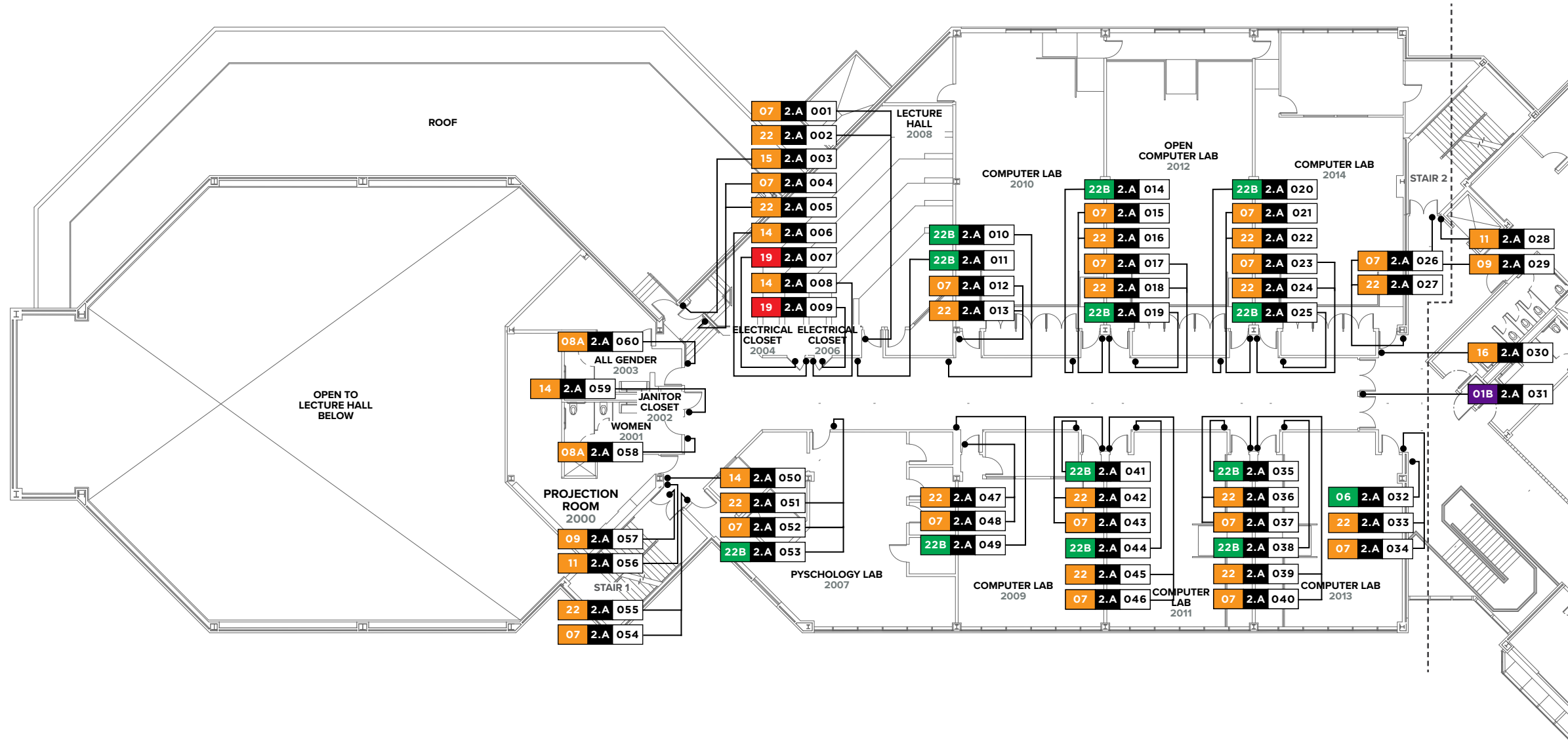


KEY



SIGN LOCATION PLAN

LEVEL 2, SECTOR A



EXTERIOR

EX-1 BRAND ID AT ENTRANCE

MAJOR SPACE IDENTIFICATION / BRAND SIGNAGE

- 01A DIMENSIONAL DEPARTMENT ID, 6" CH.
- 01B DIMENSIONAL DEPARTMENT ID, 4" CH.
- 02 INTERIOR BRAND ID
- 03 FOUNDER QUOTE
- 25 EXISTING SEAL

WAYFINDING

- 04 LEVEL DIRECTORY
- 06 DIRECTIONAL
- 08D RESTROOM ID FLAGMOUNTED
- 26 CLASSROOM ID FLAGMOUNTED

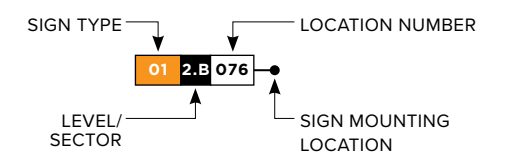
ROOM SIGNS

- 07 ROOM ID
- 08A RESTROOM ID (MEN/WOMEN)
- 14 UTILITY ID
- 16 COMPUTER LAB RULES
- 21 OFFICE ID
- 22 CLASSROOM INSERT HOLDER
- 23 INSERT HOLDER
- 24 PUSH/PULL

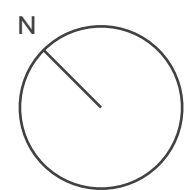
CODE SIGNS

- 09 STAIR ID (OCCUPANCY)
- 11 EXIT STAIR ID
- 12 EMERGENCY EXIT ID
- 13 ELEVATOR JAMB ID
- 19 FIRE REGULATORY
- 20 ELEVATOR EGRESS

SIGN LOCATION LEGEND

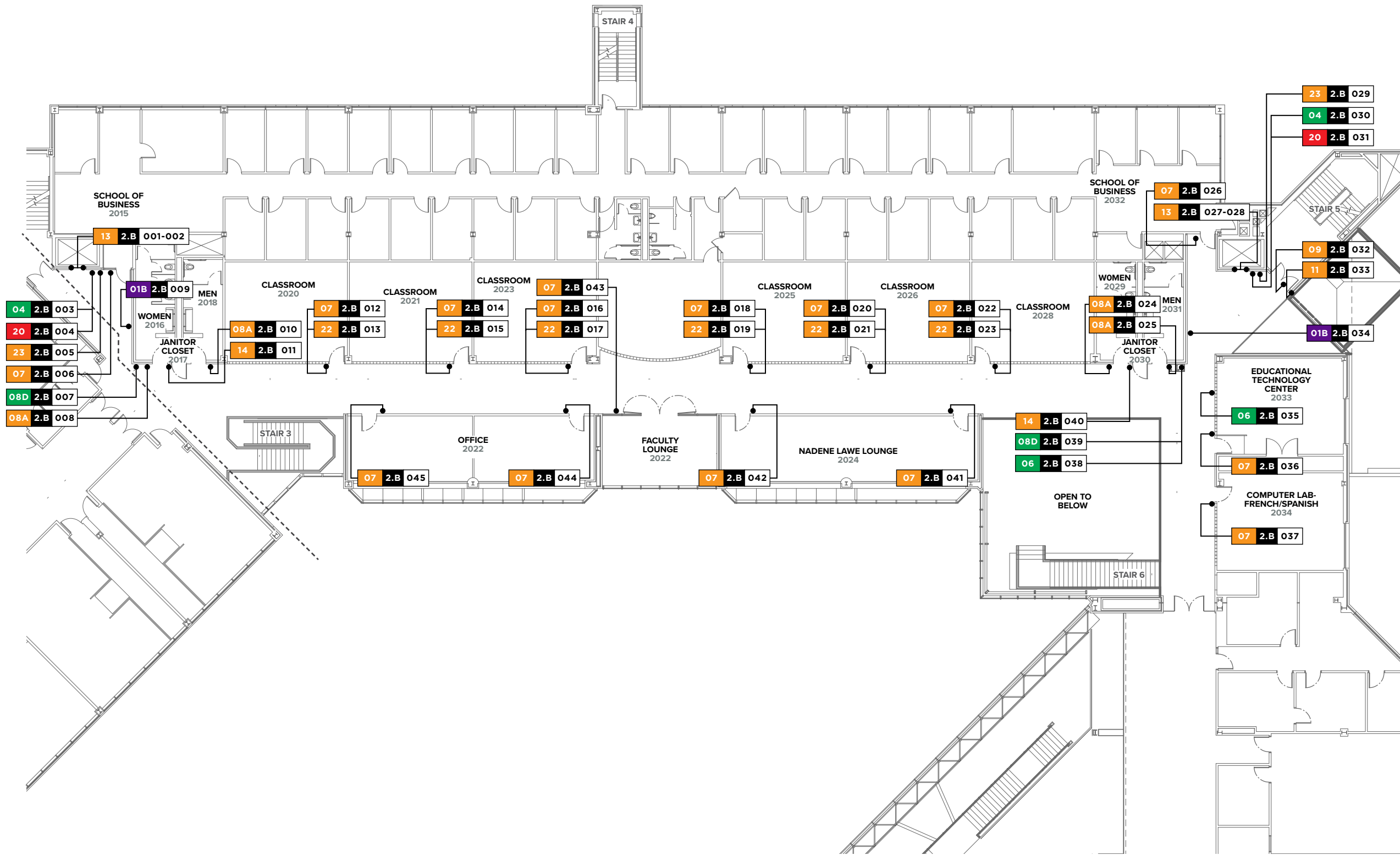


KEY



SIGN LOCATION PLAN

LEVEL 2, SECTOR B



EXTERIOR

EX-1 BRAND ID AT ENTRANCE

MAJOR SPACE IDENTIFICATION / BRAND SIGNAGE

- 01A DIMENSIONAL DEPARTMENT ID, 6" CH.
- 01B DIMENSIONAL DEPARTMENT ID, 4" CH.
- 02 INTERIOR BRAND ID
- 03 FOUNDER QUOTE
- 25 EXISTING SEAL

WAYFINDING

- 04 LEVEL DIRECTORY
- 06 DIRECTIONAL
- 08D RESTROOM ID FLAGMOUNTED
- 26 CLASSROOM ID FLAGMOUNTED

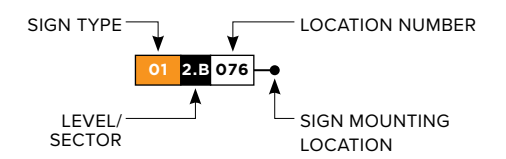
ROOM SIGNS

- 07 ROOM ID
- 08A RESTROOM ID (MEN/WOMEN)
- 14 UTILITY ID
- 16 COMPUTER LAB RULES
- 21 OFFICE ID
- 22 CLASSROOM INSERT HOLDER
- 23 INSERT HOLDER
- 24 PUSH/PULL

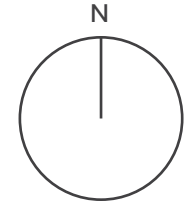
CODE SIGNS

- 09 STAIR ID (OCCUPANCY)
- 11 EXIT STAIR ID
- 12 EMERGENCY EXIT ID
- 13 ELEVATOR JAMB ID
- 19 FIRE REGULATORY
- 20 ELEVATOR EGRESS

SIGN LOCATION LEGEND



KEY



Medgar Evers Phrases Quotes

**Photo # 1 Location: W.
Lobby**

"When you hate, the only person that suffers is you because most of the people you hate don't know it and the rest don't care."



Photo # 2
Location: W. Lobby @ Auditorium Entrance



Photo # 3

Location: W. Lobby/Courtyard Interior Door



Photo # 4

Location: 1st Floor Lounge 1024

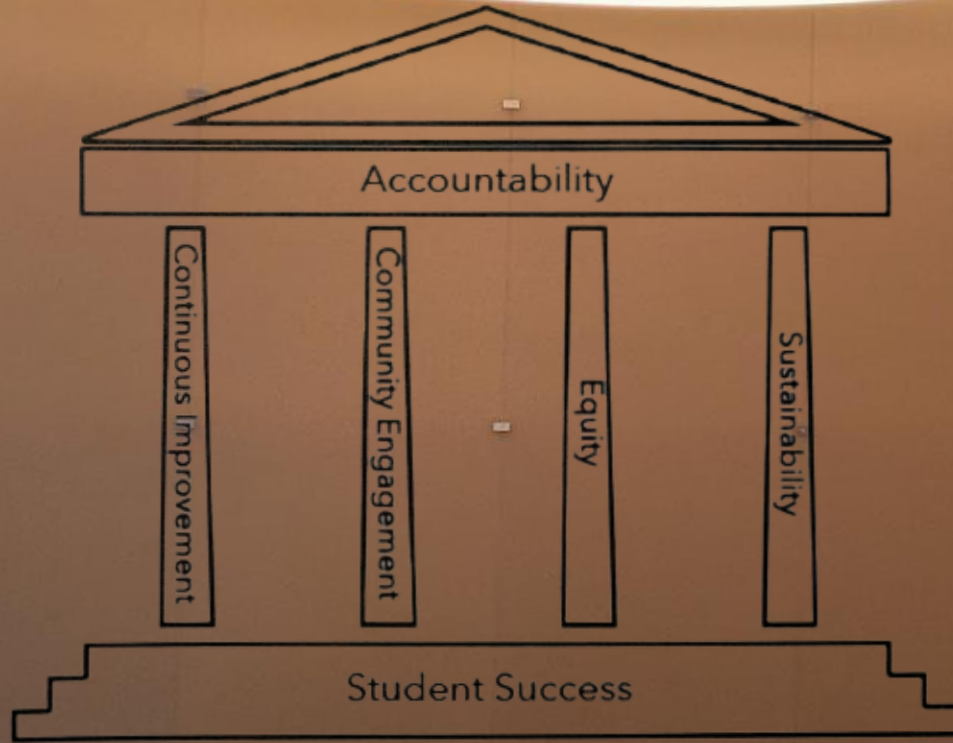


Photo #5

Location: W. Lobby



Freedom has never been free

Photo # 6
Location: E. Lobby @ Turnstyle Fixed Glazing





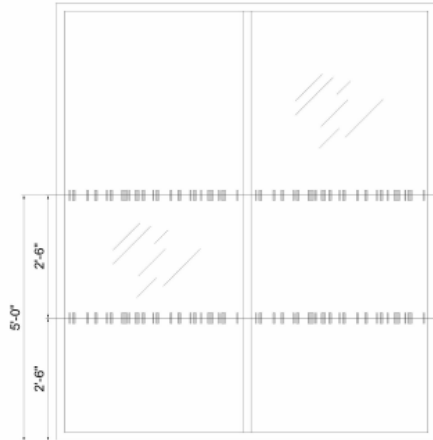
Photo # 7
Location: W. Lobby E. Lobby @
Courtyard Doors

MEC Distraction Markings



PROPOSED SIGN LAYOUT

NOTES: (10x) VINYL SAFETY STRIPING APPLIED TO 2nd SURFACE OF EXISTING GLASS DOORS/WINDOW
VINYL: 3M DUSTED CRYSTAL (725se-314)
VINYL STRIPING APPLIED @ 2'-6" O.C. & 5'-0" O.C.
OVERALL GLASS WIDTH - 18'-5 3/4" LINEAR FT.



TYPICAL INSTALLATION ELEVATION

BIDDING REQUIREMENTS for PURCHASING

NOTICE AND INFORMATION FOR BIDDERS

Attachment C: Scope of Work and Site Logistics

Scope of Work:

Furnish, deliver, and install wayfinding and interior signage as specified. Vendor shall field verify prior to production.

Site Logistics:

Installation to be done during normal working hours. Installation to start as soon as possible based on product lead time. Vendor can work during normal working hours during the Fall 2024 semester. MEC will provide a room for the Vendor to stage the signage during the installation.