



**AFFILIATED AGENCIES**

*Orange County  
Transit District*

*Local Transportation  
Authority*

*Service Authority for  
Freeway Emergencies*

*Consolidated Transportation  
Service Agency*

*Congestion Management  
Agency*

*Service Authority for  
Abandoned Vehicles*

May 24, 2023

Ladies/Gentlemen:

**SUBJECT: REQUEST FOR QUOTATION (RFQ) 3-2557  
“SIGNS AND BANNERS”**

The Orange County Transportation Authority requests quotes for signs and banners, on an as requested basis, no guaranteed usage. The budget for this effort is \$30,000 for a two (2)-year term.

Quotes must be submitted on **Exhibit C, entitled “Price Summary Sheet”** at or before **11:00 a.m., June 19, 2023** and sent via email to [thunter@octa.net](mailto:thunter@octa.net) and specify the following on the **subject line**:

**“RFQ 3-2557: “Signs and Banners”**

Quotes received after the date and time specified will not be accepted. Questions, requests for comments, and clarifications shall be submitted in writing to [thunter@octa.net](mailto:thunter@octa.net) no later than 5:00 p.m., May 30, 2023. On the Email subject line, please specify: **“RFQ 3-2557 - Written Questions”**. Responses will be posted no later than June 5, 2023.

All firms interested in doing business with the Authority are required to register their business on-line at CAMM Net. The website can be found at <https://cammnet.octa.net/>.

The successful firm will be required to comply with all applicable Equal Employment Opportunity Laws and Regulations.

By submitting a quote, Firm agrees to the terms and conditions as stated in Exhibit D, entitled “Insurance,” Exhibit E, entitled “Safety Specifications” and Exhibit F, entitled “General Provisions,” which by this reference are incorporated herein. An award will be made to the lowest, responsive and responsible firm and shall be on a lump sum basis. Firms who do not bid on all items on the Price Summary Sheet shall be deemed “Non-Responsive” and will not be considered for award.

Any contract or purchase order awarded as a result of this RFQ 3-2557 will be issued to the overall lowest, responsive and responsible firm. If you have any questions, I can be reached via email at [thunter@octa.net](mailto:thunter@octa.net).

Enclosures:

- Exhibit A – Scope of Work
- Exhibit B – Quotation Form
- Exhibit C – Price Summary Sheet
- Exhibit D – Insurance Requirements
- Exhibit E – Safety Specifications
- Exhibit F – General Provisions

## **SCOPE OF WORK**

### **Signs and Banners**

#### **1.0 GENERAL REQUIREMENTS:**

The Orange County Transportation Authority (Authority) will be utilizing the services of a Contractor to manufacture and deliver new signs and banners on an as-needed basis. The signs and banners used by Authority can range in size, lettering, dimension and construction materials.

Signs and banners are used to clearly communicate vital information to Authority personnel, public, vendors, and Authority guests. In addition, signs and banners can be a direct link to Authority's overall corporate identification, and project an image of efficient and quality transportation services.

#### **2.0 QUALIFICATIONS OF CONTRACTOR:**

- 2.1 The Contractor shall fabricate Authority signs and banners at its own facilities. Work will not be subcontracted without written approval from the Authority.
- 2.2 Facilities shall be capable of printing signs and/or banners on multiple forms of media such as but not limited to metal, vinyl, paper, plastic, PVC, etc.
- 2.3 Contractor shall provide paper or digital media drafts / proofs of all signs and banners to Authority for review and approval prior to manufacturing of the order. All drafts / proofs shall have appropriate sign, banner and lettering dimension indicated.
- 2.4 All materials used in the fabrication of signs and banners are subject to inspection by Authority personnel at the Contractor's place of manufacture. Authority personnel shall have reasonable access to the facilities during all times at which Authority signs are under fabrication. The Authority reserves the right to conduct a final inspection of finished signs prior to delivery.
- 2.5 Contractor shall, at a minimum, have facilities capable of fabricating, packing, and delivering signs and banners within a two (2) week period (after receipt of order).
- 2.6 Contractor shall have a facility within fifty (50) miles of the Authority's location, capable of providing Will Call pick up service as needed by the Authority.
- 2.7 The Contractor shall not have a minimum or maximum order requirements with signs and/or banners ordered.

3.0 **SIGN AND BANNERS MATERIALS:**

- 3.1 All units or parts shall conform in material, design, or workmanship to the best practice in the industry. All parts shall be new. **Used, reconditioned, or obsolete parts will not be accepted.** Any one unit furnished shall be an exact duplicate in manufacture and design and construction to the other units of the same type in this contract.
- 3.2 Signage and banners shall be durable so not to be affected by weather or oil.
- 3.3 Aluminum sign thickness may vary as needed by Authority, however .125 will be the most common size used.
- 3.4 3M High Intensity Prismatic Reflective Sheeting shall be utilized in the manufacturing of signs. The sign substrate should be properly prepared ensuring the 3M high intensity prismatic sheeting has long-term reflectivity and durability.
- 3.5 Metal panels shall be cut to size and shape and shall be free of buckles, warps, dents, cockles, burrs, and other defects.
- 3.6 All finished signs and banners shall have smooth, flat surfaces without defects or objectionable marks of any kind on either the front or back faces. All letters and designs shall be clearly cut and sharply defined.
- 3.7 Upon notification of failure, Contractor shall remedy any defects without cost to the Authority.
- 3.8 All signs shall be packaged in a manner to insure perfect condition. Signs shall be packaged in bundles or packages not to exceed 50 lbs. When shipping signs and/or banners to the Authority, they must be shipped via UPS or FedEx. Please ship sign orders to:

**QUOTATION FORM**

REQUEST FOR QUOTES (RFQ): 3-2557

DESCRIPTION OF WORK: Signs and Banners

BIDDER'S NAME AND ADDRESS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NAME OF AUTHORIZED REPRESENTATIVE \_\_\_\_\_

\_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

**Blanket Purchase Order**

Effective July 1, 2023 through June 30, 2025 for a two (2)-year term for the Orange County Transportation Authority requirements, on an as-needed basis, no guaranteed usage for signs and banners, as specified in Exhibit B, entitled Price Summary Sheet". The items listed on the Price Summary Sheet us a ransom sampling if the types of parts & materials the Authority will purchase, however is not limited to only those items listed. Prices quoted shall remain firm for the term of the Blanket Purchase Order.

Firm agrees to the terms and conditions as stated in Exhibit D, entitled "Insurance," Exhibit E, entitled "Safety Specifications" and Exhibit F, entitled "General Provisions," which by this reference are incorporated herein. An award will be made to the lowest, responsive and responsible firm and shall be on a lump sum basis. Firms who do not bid on all items on the Price Summary Sheet shall be deemed "Non-Responsive" and will not be considered for award..

**Evaluation for Award**

Prices shall include direct costs, indirect costs, shipping, and profit. Any costs not stated will not be paid by the Authority.

**All freight costs to be included in the Bidder's price as terms shall be F.O.B, Destination.**

The Authority shall award to the lowest, responsive, responsible Firm.

Firm must quote all items on Exhibit C, Price Summary Sheet, or shall be deemed non-responsive.

This quotation shall remain firm for \_\_\_\_\_ days from the date of quote.  
(Minimum 120)

PRICE SUMMARY SHEET


RFQ 3-2557  
EXHIBIT C

Enter below the proposed price for the signs described in the Scope of Work, Exhibit A. Prices shall include direct costs, indirect costs, and profits. The Authority's intention is to award a firm-fixed price blanket purchase order effective for a two (2) year term.

Item No.	SignType	Description	Material	Height/Width	Sign	YEAR ONE 7/1/23-06/30/24		YEAR TWO 7/1/24-06/30/25	
						UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1	Stop	White lettering on red vinyl	12 gauge aluminum	22"X22"					
2	Speed limit sign, 10MPH	Black lettering on white vinyl	12 gauge aluminum						
3	Eyewash Station	White vinyl lettering on green vinyl	.055 plastic.						
4	NO SMOKING THIS AREA	Red lettering on white vinyl	.055 plastic	10"X14"					
5	NO PARKING ANY TIME	Red lettering on white vinyl	12 gauge aluminum	18"X12"					
6	NO PARKING	Red lettering on white vinyl	12 gauge aluminum	9"X12"					
7	DANGER BATTERY CHARGING AREA	White and Black lettering on Black, White, and Red vinyl	.055 plastic	10"X14"					
8	DANGER BATTERY STORAGE AREA NO SMOKING	Black and White Lettering on Black, White, and Red vinyl	.055 plastic	10"X14"					
9	GOOD BATTERIES	White lettering on Green vinyl	.055 plastic	10"X14"					
10	DEAD BATTERIES DO NOT USE	White lettering on Red vinyl	.055 plastic	10"X14"					
11	ALL NEW BATTERIES MUST BE DATE STAMPED AND ISSUED BY PARTS DEPARTMENT	Black lettering on white vinyl	.055 plastic	12"X24"					
12	CAUTION WEAR EYE PROTECTION	Black and Yellow lettering on Black and Yellow vinyl	.055 plastic	10"X14"					
13	THINK SAFETY FIRST	White and Black lettering on White vinyl	14 gauge aluminum	10"X14"					
14	SAFETY PLACARD SIGN NFPA	Black numbers on White, Blue, Red and Yellow vinyl (1,2, and 4)	14 gauge aluminum	11"X11"					
15	SAFETY PLACARD SIGN NFPA	Black numbers on White, Blue, Red and Yellow vinyl (1,2, and 4)	14 gauge aluminum	16"X16"					
16	SPRINKLER RISER INSIDE	White lettering on Red vinyl	14 gauge aluminum	7"X10"					

















## PRICE SUMMARY SHEET

RFQ 3-2557  
EXHIBIT B

						YEAR ONE 7/1/23-06/30/24		YEAR TWO 7/1/24-06/30/25	
Item No.	SignType	Description	Material	Height/Width	Sign	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
17	FIRE EXTINGUISHER	White letters on white vinyl	20 gauge aluminum	18"X4"					
18	FIRE EXTINGUISHER	Red lettering on white arrow on red vinyl	.055 plastic	10"X7"					
19	FIRE EXTINGUISHER	Red lettering on white arrow on red vinyl	.055 plastic	24"X4"					
20	Eyewash station (picture only- no letters)	White picture on Green Vinyl	.055 plastic	11"X8"					
21	NO ADMITTANCE AUTHORIZED PERSONNEL ONLY	Black lettering on white vinyl	14 gauge aluminum	14"X20"					
22	NO UPS	White lettering on Red vinyl	14 gauge aluminum	10"X14"					
23	SHIPPING AND RECEIVING FOR SERVICE PLEASE RING BELL	White lettering on Blue vinyl	.055 plastic	18"X28"					
24	MAINT. SHOP	Red lettering on white vinyl	14 gauge aluminum	36"X48"					
25	BUS OP'S	Red lettering on white vinyl	14 gauge aluminum	36"X48"					
26	TIRE SHOP	Red lettering on white vinyl	14 gauge aluminum	24"X36"					
27	FACILITY MAINT.	Red lettering on white vinyl	14 gauge aluminum	36"X48"					
28	NO TRESPASSING THIS PROPERTY IS UNDER 24 HOUR SURVEILLANCE	Black letter plus picture on white vinyl	14 gauge aluminum	24"X18"					
29	SHIPPING & RECEIVING	Red lettering on white vinyl	14 gauge aluminum	36"X48"					
30	Bay Numbers 1-19	Black lettering on white vinyl	14 gauge aluminum	24"X24"					
31	DO NOT PLACE WHITE PRINTER PAPER IN BINS ONLY BROKEN DOWN CARDBOARD	Black lettering on Green vinyl	14 gauge aluminum	18"X24"					
32	LOCKER FOR ROAD CALL VEHICLE	Red lettering on white vinyl	14 gauge aluminum	18"X24"					
33	EMERGENCY EXIT ONLY	Red lettering on white vinyl	.055 plastic	22 3/8" X 22 3/8"					

















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EXHIBIT B

Item No.	SignType	Description	Material	Height/Width	Sign	YEAR ONE 7/1/23-06/30/24		YEAR TWO 7/1/24-06/30/25	
						UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
34	OCTA Logo/ Staff Only/Beyond This Point	White background with Blue & Red Letters	14 gauge aluminum	0.003					
35	BASE MANAGER	Blue lettering on white vinyl	12 gauge aluminum	12"X47"					
36	STAFF PARKING	Blue lettering on white vinyl	12 gauge aluminum	12"X47"					
37	FACILITIES PARKING	Blue lettering on white vinyl	12 gauge aluminum	12"X47"					
38	FOOD & BEVERAGES will not be consumed in the shop area. Food in unsealed open or unprotected containers will not be stored in the shop area. OSHA reg 1910.141(9)(2)	White lettering on Green vinyl	16 gauge aluminum	10"X14"					
39	ALL VISITORS PLEASE CHECK-IN WITH MAINTENANCE SUPERVISOR	Black lettering on white vinyl	12 gauge aluminum	18"X24"					
40	OCTA FLEET VEHICLE PARKING ONLY VIOLATORS SUBJECT TO TICKETING & TOWING cvc21113A	Black lettering on white background	14 gauge aluminum	18"X24"					
41	MAX AMP OUTPUT 30 AMPS REFRIGERANT RECLAIM SYSTEM ONLY	Black lettering on Red vinyl	14 gauge plastic	11"X8.5"					
42	DANGER UNSAFE WATER	White lettering on Black vinyl	14 gauge aluminum	10"X14"					
43	CAUTION WATCH YOUR STEP	Black and Yellow lettering on Black and Yellow vinyl	14 gauge aluminum	7"X10"					
44	CAUTION DO NOT ENTER	Black and Yellow lettering on Black and Yellow vinyl	14 gauge aluminum	7"X10"					
45	EMERGENCY EXIT	Red lettering on white vinyl	14 gauge aluminum	12"X12"					
46	CAUTION OPEN DOOR SLOWLY	Red lettering on white vinyl	16 gauge aluminum	12"X18"					
47	NOTICE KEEP THIS DOOR CLOSED	Black and White lettering on Blue and White vinyl	16 gauge plastic	10"X14"					
48	ALARMED DOOR EMERGENCY EXIT ONLY	White lettering on Red vinyl	20 gauge aluminum	14"X20"					
49	DANGER ELECTRICAL EQUIPMENT AUTHORIZED PERSONNEL ONLY	White and Black lettering on White vinyl	18 awg plastic	7"X10"					

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EXHIBIT B

Item No.	SignType	Description	Material	Height/Width	Sign	YEAR ONE 7/1/23-06/30/24		YEAR TWO 7/1/24-06/30/25	
						UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
50	DANGER CONFINED SPACE ENTER BY PERMIT ONLY	Black lettering on white vinyl	.055 plastic	7"X10"					
51	DANGER THIS EQUIPMENT STARTS AUTOMATICALLY	Black lettering on white vinyl	.055 plastic	7"X10"					
52	THE ROLL UP DOOR LOCKED PLEASE .....	Black lettering on white vinyl	.055 plastic	12"X18"					
53	WINDOW CLEANING STATION	Red lettering on White metal	16 gauge aluminum	24"X36"					
54	WARNING NO SIPHONING HOSES OF ANY.....	White lettering on Red vinyl	14 gauge aluminum	12"X24"					
55	MCV ELECTRICAL CONNECTION	Blue lettering on white vinyl	12 gauge aluminum	10"X14"					
56	MCV COMMUNICATIONS	Blue lettering on white vinyl	12 gauge aluminum	14"X20"					
57	DANGER NO SMOKING WITHIN 50 FEET	Black & Red lettering on White metal	12 gauge aluminum	14"X20"					
58	METHANE DETECTION TEST SWITCH	White lettering on Blue vinyl	.055 plastic	6"X9"					
59	EMERGENC PROPANE SHUT-OFF SWITCH	White lettering on Red metal	16 gauge aluminum	12"X14"					
60	NO RADIOS ALLOWED AT FUEL ISLAND	Black & Red lettering on White vinyl	.055 plastic	9"X15"					
61	NO SMOKING STOP MOTOR FLAMMABLE GAS NO OPEN...	Red lettering on white vinyl	12 gauge aluminum	36"X64"					
62	CAUTION HAZARDOUS WASTE STORAGTE AREA UNAUTHORIZED PERSONS KEEP OUT	Yellow & Black lettering on Black & Yellow plastic	.055 plastic	10"X14"					
63	DELIVERIES (with red arrow)	Red lettering plus arrow on White metal	18 gauge aluminum	24"X36"					
64	VENT USE ONLY	Red lettering on white vinyl	14 gauge aluminum	12"X12"					
65	EMERGENCY SUPPLIES	White lettering on Red vinyl	.055 plastic	6"X14"					



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EXHIBIT B

Item No.	SignType	Description	Material	Height/Width	Sign	YEAR ONE 7/1/23-06/30/24		YEAR TWO 7/1/24-06/30/25	
						UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
66	EMERGENCY EVACUATION ASSEMBLY AREA	Red and White lettering on Red vinyl	12 gauge aluminum	18"X24"					
67	PARKING ONLY (handicap logo)	White lettering on Blue vinyl	14 gauge aluminum	18"X12"					
68	PARKING ONLY VAN ACCESSABLE (handicap logo)	White lettering on Blue vinyl	14 gauge aluminum	18"X12"					
69	MIRROR ADJUSTING WINDSHIELD CLEANING STATION	Red lettering on white vinyl	14 gauge aluminum	36"X36"					
70	NO LEFT TURN	Black lettering on white vinyl	14 gauge aluminum	30"X36"					
71	STOP	White lettering on Red vinyl	12 gauge aluminum	24"X24"					
72	1 THRU 5	White lettering on Blue vinyl	12 gauge aluminum	30"X24"					
73	57 LAY OVER STALL 213	White lettering on Blue vinyl	14 gauge aluminum	30"X24"					
74	57 LAY OVER STALL 212	White lettering on Blue vinyl	14 gauge aluminum	30"X24"					
75	57 LAY OVER ARTIC BUS STALL ONLY	White lettering on Blue vinyl	14 gauge aluminum	30"X24"					
76	NO OVERNIGHT PARKING	Red lettering on white and red vinyl	14 gauge aluminum	36"X24"					
77	HEAD IN PARKING ONLY	Red lettering on white and red vinyl	14 gauge aluminum	6"X18"					
78	SPEED LIMIT 5	Black lettering on white vinyl	12 gauge aluminum	12"X18"					
79	OCTA NOT RESPONSIBLE FOR BROKEN INTO OR etc.....	Red lettering on white vinyl	12 gauge aluminum	24"X36"					
80	FIRE HOSE	White lettering on Red and White vinyl	14 gauge aluminum	8"X12"					
81	TRILLIUM CNG AUTHORIZED PERSONNEL ONLY	White lettering on Blue vinyl	.055 plastic	24"X24"					









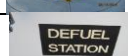
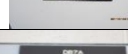



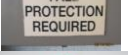



PRICE SUMMARY SHEET

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Item No.	SignType	Description	Material	Height/Width	Sign	YEAR ONE 7/1/23-06/30/24		YEAR TWO 7/1/24-06/30/25	
						UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
82	WARNING NO SMOKING FLAMMABLE GAS	Red and White lettering on Black and White vinyl	.055 plastic	14"X10"					
83	(DIAMOND PLAKARD) 1,4,0	Black, White, Orange, Blue	.055 plastic	12"X12"					
84	EMERGENCY SHUT DOWN	Gold lettering on Red vinyl	.055 plastic	8"X12"					
85	CAUTION OSHA NEC etc....	Black and Yellow lettering on Black and Yellow vinyl	.055 plastic	8"X12"					
86	ALL CLEANING PRODUCT BARREL MUST BE ON CONTAINER PALLETES AT ALL TIMES	White letters on Blue and White vinyl	14 gauge aluminum	12"X24"					
87	FACE ALL PRODUCTS BARREL LABELS FORWARD	White lettering on Blue and White vinyl	14 gauge aluminum	10"X16"					
88	CAUTION DO NOT ENTER	Yellow & Black lettering on Black & Yellow aluminum	12 gauge aluminum	12"X16"					
89	DANGER ELECTRICAL EQUIPMENT AUTHORIZED PERSONNEL ONLY	White and Black lettering on White, Black, and Red vinyl	.055 plastic	8"X12"					
90	EYE WASH STATION	White lettering on Green and White vinyl	14 gauge aluminum	8"X12"					
91	NO SMOKING	Red lettering on white vinyl	14 gauge aluminum	10"X12"					
92	SECONDARY EMERGENCY EVACUATION AREA	Red lettering on white vinyl	12 gauge aluminum	36"X24"					
93	NO TRESPASSING CPC 602	Blue lettering on white vinyl	14 gauge aluminum	10"X12"					
94	NO LOITERING CPC 647	White on Blue vinyl	14 gauge aluminum	10"X14"					
95	WARNING NO SMOKING	Red lettering on white vinyl	14 gauge aluminum	10"X12"					
96	CAUTION OPEN DOOR SLOWLY	Black lettering on Black and Yellow vinyl	14 gauge aluminum	10"X12"					
97	WRONG WAY	White lettering on Red vinyl	12 gauge aluminum	12"X24"					

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Item No.	SignType	Description	Material	Height/Width	Sign	YEAR ONE 7/1/23-06/30/24		YEAR TWO 7/1/24-06/30/25	
						UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
98	DO NOT ENTER	White lettering on Red and White vinyl	12 gauge aluminum	24"X24"					
99	OPERATOR OF THE MONTH	Red lettering on White vinyl	12 gauge aluminum	12x18x.066					
100	EMPLOYEE OF THE MONTH	Black lettering on White vinyl	12 gauge aluminum	12x18x.088					
101	PARKING ONLY (wheelchair logo)	White lettering on Blue vinyl	12 gauge aluminum	12x18x.088					
102	OCTA BASE TRAINER	Blue / Orange and white	12 gauge aluminum	18x18x.099					
103	NO PUBLIC ENTRY	White lettering on Blue vinyl	12 gauge aluminum	30"X48"					
104	ISLAND DIRECTION	Black arrows on yellow vinyl	12 gauge aluminum	30x30x.088					
105	DEFUEL STATION	White lettering on black vinyl	12 gauge aluminum	8x12x.062					
106	DB7A/480V/277V/ 30 4W 800AMP	White lettering on black	.055 plastic	2x5x.62					
107	BUS DRYER	White lettering on black	.055 plastic	1x3x.062					
108	FALL PROTECTION REQUIRED	Black lettering on White	.055 plastic	12x8x.125					
109	FIRE EXTINGUISHER	White lettering on red	.055 plastic	6x.125					
110	NO PUBLIC ENTRY	Black lettering on White vinyl	12 gauge aluminum	42x48x.099					
111	EMERGENCY SHUT DOWN	White picture lettering on black	.055 plastic	12"X12"					
112	CNG SHUNT BREAKERS	Black lettering on White vinyl	sticker	5"x5"					
113	FUEL TANK OVERFILL ALARM	Black lettering on White vinyl	14 gauge aluminum	8x15x.032					
114	STOP MOTOR NO SMOKING FLAMMABLE GAS	White/black lettering on Red/White vinyl	14 gauge aluminum	10x15x.032					

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Item No.	SignType	Description	Material	Height/Width	Sign	YEAR ONE 7/1/23-06/30/24		YEAR TWO 7/1/24-06/30/25	
						UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
115	CAUTION sump goes to industrial drain	White lettering on Red	14 gauge aluminum	12x12x.125					
116	DESIGNATED SMOKING AREA	White lettering on Red	12 gauge aluminum	22x22x.062					
117	YOUR SPEED	Black lettering on White vinyl	12 gauge aluminum	6.5x26x.064					
118	EXIT	Black lettering on White vinyl	14 gauge aluminum	18x24x.064					
119	NOTICE WASH HANDS BEFORE LEAVING RESTROOM	Blue lettering on White	.055 plastic	10x14x.064					
120	NOTICE (door swings into....)	Black lettering on White	.055 plastic	7x10x.125					
121	STAIRS	Black lettering on White	.055 plastic	6x6x.125					
122	FIRE ALARM	White lettering on Red round	12 gauge aluminum	10					
123	CAUTION	Black lettering on White	Fiberglass	7x10x.064					
124	IF YOU MESS IT UP..CLEAN IT UP	White lettering on Red vinyl	12 gauge aluminum	12x18x.091					
125	THE RIGHT TOOL FOR THE RIGHT JOB	black lettering on White vinyl	14 gauge aluminum	12x18x.091					
126	OIL TANK OVERFILL ALARM	black lettering on White vinyl	14 gauge aluminum	8x14x.031					
127	CAUTION (eye protection required while conducting maintainance on OCTA vehicle)	Black lettering on White	14 gauge aluminum	10x14x.12					
128	ANAHEIM BASE PLEASE KEEP AREA CLEAR	White lettering on blue vinyl	14 gauge aluminum	24x24z.088					
129	RIGHT TO KNOW		Laminated	18x24x.064					
130	BLOODBORNE PATHOGEN		laminated	18x24x.064					
131	CONFINED SPACE SAFETY		laminated	18x24x.064					










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EXHIBIT B

Item No.	SignType	Description	Material	Height/Width	Sign	YEAR ONE 7/1/23-06/30/24		YEAR TWO 7/1/24-06/30/25	
						UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
132	PROTECT YOURSELF		laminated	18x24x.064					
133	NOTICE (authorized personnel only)	Black lettering on white vinyl	14 gauge aluminum	10x14x.064					
134	WATCH YOUR STEP	White lettering on Red	vinyl	8x10x.125					
135	GARDEN GROVE BASE PLEASE KEEP AREA CLEAR	Black lettering on yellow vinyl	14 gauge aluminum	24x24x.088					
136	WOMEN	White lettering on silver vinyl	7 gauge aluminum	11 1/2 DI.					
137	CAUTION (no smoking)	Black lettering on yellow	sticker	14x14					
138	UNLEADED	White lettering on Red	sticker	3x14					
139	1075	Black lettering on Red	sticker	10.5x10.5					
140	DANGER (this equipment starts automatically)	Black lettering on white vinyl	fiberglass	10x14x.064					
141	LUBE CUBE	Red lettering on white	sticker	9x11					
142	FIRE EXTINGUISHER	White lettering on Red	sticker	9x11					
143	NO SMOKING STOP ENGINE	Red lettering on white vinyl	14 gauge aluminum	10x16x.021					
144	CNG (no public access)	Blue lettering on white	sticker	5x5					
145	WARNING	Red/black lettering on white	sticker	8x12					
146	WARNING NO SMOKING	Red/black lettering on white	12 gauge aluminum	48x48x.091					
147	NOTICE (authorized vehcles.....)	Black lettering on white vinyl	.055 plastic	24x36x.064					

PRICE SUMMARY SHEET

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EXHIBIT B

						YEAR ONE 7/1/23-06/30/24		YEAR TWO 7/1/24-06/30/25	
Item No.	SignType	Description	Material	Height/Width	Sign	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
148	RADIO/CELL PHONS (not allowed.)	Red lettering on white vinyl	12 gauge aluminum	8x12x.064					
149	CAUTION (Hazardous waste.....)	Black lettering on yellow	fiberglass	10x14x.064					
150	HYDRAULIC SYSTEM	White lettering on Red vinyl	16 gauge aluminum	7x10x.064					
151	S.A. GENERATOR	Black lettering on white vinyl	14 gauge aluminum	8x5x.041					
152	CAUTION	Black lettering on yellow	sticker	4x6					
153	NO SMOKING/DIESEL	Red lettering on white	sticker	3x13/4x10					
154	IN CASE OF FIRE...	Black lettering on white	.055 plastic	6x7x.0125					
155	EMERGENCY FIRST AID ....	Red/black lettering on white	.055 plastic	1					
156	EYE WASH	Green lettering on white	.055 plastic	6x.125					

ESTIMATED ANNUAL AMOUNT

TAX (7.75%)

SUBTOTAL

LUMP SUM

LUMP SUM

### **Insurance Requirements**

A. Contractor shall procure and maintain insurance coverage in full force and effect during the entire term of the Agreement. Coverage shall be full coverage and not subject to self-insurance provisions. Contractor shall provide the following insurance coverage:

1. Commercial General Liability, to include Products/Completed Operations, Independent Contractors', Contractual Liability, Advertising (if applicable to Scope of Work) and Personal Injury Liability, and Property Damage with a minimum limit of \$1,000,000 per occurrence, \$2,000,000 general aggregate and \$2,000,000 Products/Completed Operations aggregate;

2. Automobile Liability Insurance to include owned, hired and non-owned autos with a combined single limit of \$1,000,000 for each accident;

3. Workers' Compensation with limits as required by the State of California including a Waiver of Subrogation in favor of Authority, its officers, directors and employees; and

4. Employers' Liability with minimum limits of \$1,000,000 per accident, \$1,000,000 policy limit-disease, and \$1,000,000 policy limit employee-disease.

B. Proof of such coverage, in the form of a certificate of insurance and an insurance policy blanket additional insured endorsement, designating the Authority, its officers, directors and employees as additional insureds on general liability and automobile liability, as required by Agreement. Proof of insurance coverage must be received by Authority within ten (10) calendar days from the effective date of the Agreement and prior to commencement of any work. Such insurance shall be primary and non-contributive to any insurance or self-insurance maintained by the Authority. Furthermore, Authority reserves the right to request certified copies or review all related insurance policies, in response to a related loss.

C. Contractor shall include on the face of the certificate of insurance the Purchase Order \_\_\_\_\_ and, the Buyer's Name, Tracey Hunter.

D. Contractor shall also include in each subcontract, the stipulation that subcontractor shall maintain insurance coverage in the amounts required of Contractor as provided in the Agreement. Subcontractor will be required to include Authority as additional insureds on the Commercial General Liability, and Auto Liability insurance policies.

E. Insurer must provide Authority with at least thirty (30) days' prior notice of cancellation or material modification of coverage, and ten (10) days' prior notice for non-payment of premium.

## **LEVEL 1 HEALTH, SAFETY AND ENVIRONMENTAL SPECIFICATIONS**

### **PART I – GENERAL**

#### **1.1 GENERAL HEALTH, SAFETY & ENVIRONMENTAL REQUIREMENTS**

- A. The Contractor, its subcontractors, suppliers, and employees have the obligation to comply with all Authority health, safety and environmental compliance department (HSEC) requirements of this safety specification, project site requirements, bus yard safety rules, as well as all federal, state, and local regulations pertaining to scope of work, contracts or agreements with the Authority. Additionally, manufacturer requirements are considered incorporated by reference as applicable to this scope of work.
- B. Observance of repeated unsafe acts or conditions, serious violation of safety standards, non-conformance of Authority health, safety and environmental compliance department (HSEC) requirements, or disregard for the intent of these safety specifications to protect people and property, by Contractor or its subcontractors may be cause for termination of scope or agreements with the Authority, at the sole discretion of the Authority.
- C. The health, safety, and environmental requirements, and references contained within this scope of work shall not be considered all-inclusive as to the hazards that might be encountered. Safe work practices shall be planned and performed, and safe conditions shall be maintained during this work scope.
- D. The Authority Project Manager shall be responsible to ensure a safety orientation is conducted of known potential hazards and emergency procedures for all Contractor personnel, subcontractors, suppliers, vendors, and new employees assigned to the project prior to commencement of the project.
- E. The Contractor shall ensure that all Contractor vehicles, including those of its subcontractors, suppliers, vendors and employees are parked in designated parking areas, and comply with traffic routes, and posted traffic signs in areas other than the employee parking lots.
- F. California Code of Regulations (CCR) Title 8 Standards are minimum requirements; each Contractor is encouraged to exceed minimum requirements. When the Contractor's safety requirements exceed statutory standards, the more stringent requirements shall be applied for the safeguard of public and employees.

#### **1.2 REGULATORY**

- A. Injury/Illness Prevention Program  
The Contractor shall comply with CCR Title 8, Section with California Code of Regulations (CCR) Title 8, Section 3203. The intent and elements of the IIPP shall be implemented and enforced by the Contractor and its sub-tier contractors, suppliers, and vendors. The program shall be provided to the Authority's Project Manager, upon request, within 72 hours.



B. Substance Abuse Prevention Program

Contractor shall comply with the Policy or Program of the Company's Substance Abuse Prevention Policy that complies with the most recent Drug Free Workplace Act. The program shall be provided to the Authority's Project Manager, upon request, within 72 hours.

C. Heat Illness Prevention Program

Contractor shall comply with CCR Title 8, Section, Section 3395, Heat Illness Prevention. The program shall be provided to the Authority's Project Manager, upon request, within 72 hours.

D. Hazard Communication Program

Contractor shall comply with CCR Title 8, Section 5194 Hazard Communication Standard. Prior to use on Authority property and/or project work areas Contractor shall provide the Authority Project Manager copies of SDS for all applicable chemical products used, if any. The program shall be provided to the Authority's Project Manager, upon request, within 72 hours.

- a. All chemicals including paint, solvents, detergents and similar substances shall comply with South Coast Air Quality Management District (SCAQMD) rules 103, 1113, and 1171.

E. Storm Water Pollution Prevention Plan

The Contractor shall protect property and water resources from fuels and similar products throughout the duration of the contract. Contractor shall comply with Storm Water Pollution Prevention Plan (SWPPP) requirements. The program or plan if required by scope shall be provided to the Authority's Project Manager, upon request, within 72 hours.

### 1.3 INCIDENT NOTIFICATION AND INVESTIGATION

A. The Authority shall be promptly notified of any of the following types of incidents including but not limited to:

1. Damage incidents of property (incidents involving third party, contractor or Authority property damage);
2. Reportable and/or Recordable injuries (as defined by the U. S. Occupational Safety and Health Administration), a minor injury, and near miss incidents;
3. Incidents impacting the environment, i.e. spills or releases on Authority projects or property.
4. Outside Agency Inspections; agencies such as Cal/OSHA, DTSC, SCAQMD, State Water Resources Control Board, FTA, CPUC, EPA, USACE and similar agencies.

B. Notifications shall be made to Authority representatives, employees and/or agents. This includes incidents occurring to contractors, vendors, visitors, or members of the public that arise from the performance of Authority contract work. An immediate verbal notice

followed by an initial written incident investigation report shall be submitted to the Authority's Project Manager within 24 hours of the incident.

- C. A final written incident investigative report shall be submitted within seven (7) calendar days and include the following information. The Current Status of anyone injured, photos of the incident area, detailed description of what happened, Photos of the existing conditions and area of the injury/incident, the contributing factors that lead to the incident occurrence, a copy of the company policy or procedure associated with the incident and evaluation of effectiveness, copy of task planning documentation, copy of the Physician's first report of injury, copy of Cal/OSHA 300 log of work related injuries and illnesses, the Cal/OSHA 301 Injury Illness Incident Report, and corrective actions initiated to prevent recurrence. This information shall be considered the minimum elements required for a comprehensive incident report provided to OCTA.
- D. A Serious Injury, Serious Incident, OSHA Recordable Injury/Illness, or a Significant Near Miss shall require a formal incident review at the discretion of the Authority's Project Manager. The incident review shall be conducted within seven (7) calendar days of the incident. This review shall require a company senior executive, company program or project manager from the Contractors' organization to participate and present the incident review as determined by the OCTA Project Manager. The serious incident presentation shall include action taken for the welfare of the injured, a status report of the injured, causation factors that lead to the incident, a root cause analysis (using 5 whys and fishbone methods), and a detailed recovery plan that identifies corrective actions to prevent a similar incident, and actions to enhance safety awareness.
  - 1. Serious Injury: includes an injury or illness to one or more employees, occurring in a place of employment or in connection with any employment, which requires inpatient hospitalization for a period in excess of twenty-four hours for other than medical observation, or in which an employee suffers the loss of any member of the body, or suffers any serious degree of physical disfigurement. A serious injury also includes a lost workday or reassignment or restricted injury case as determined by the Physician's first report of injury or Cal/OSHA definitions.
  - 2. Serious Incident: includes but not limited to property damage of \$500.00 or more, an incident requiring emergency services (local fire, paramedics and ambulance response), news media or OCTA media relations response, and/or incidents involving other agencies (Cal/OSHA, EPA, AQMD, DTSC, Metrolink, FTA, FRA etc.) notification or representation.
  - 3. OSHA Recordable Injury / Illness: includes and injury / illness resulting in medical treatment beyond First Aid, an injury / illness which requires restricted duty, or an injury / illness resulting in days away from work.
  - 4. Significant Near Miss Incident: includes incidents where no property was damaged and no personal injury sustained, but where, given a slight shift in time or position, damage and/or injury easily could have occurred.

#### 1.4 DESIGNATED HEALTH AND SAFETY REPRESENTATIVE

- A. Upon contract award, the contractor within 10 business days shall designate a health and safety representative and provide a resume and qualifications to the Authority project manager, upon request, within 72 hours.
- B. This person shall be a competent or qualified individual as defined by the Occupational, Safety, and Health Administration (OSHA), familiar with applicable CCR Title 8 Standards (Cal/OSHA) and has the authority to affect changes in work procedures that may have associated cost, schedule and budget impacts.

#### 1.5 PERSONAL PROTECTIVE EQUIPMENT

- A. The Contractor, its subcontractors, suppliers, and employees are required to comply with applicable personal protective equipment (PPE) requirements while performing work at any Authority project or property. Generally minimum PPE requirements include eye protection; hearing protection, head protection, class 2 or 3 safety reflective vests, and appropriate footwear.
- B. The Contractor, its subcontractors, suppliers, and employees are required to provide their own PPE, including eye, head, foot, and hand protection, safety vests, or other PPE required to perform their work safely on Authority projects or property. The Authority requires eye protection on construction projects and work areas that meet ANSI Z-87.1 Standards.

#### 1.6 REFERENCES

- A. CCR Title 8 Standards (Cal/OSHA)
- B. FCR Including 1910 and 1926 Standards
- C. NFPA, NEC, ANSI, NIOSH Standards
- D. Construction Industry Institute (CII)
- E. OCTA Yard Safety Rules

END OF SECTION

**Orange County Transportation Authority - GENERAL PROVISIONS**

1. **INSPECTION AND ACCEPTANCE** - All items are subject to final inspection and acceptance by AUTHORITY at destination notwithstanding any payment, passage of title, or prior inspection or test at SELLER's facilities. Final inspection will be made within a reasonable time after receipt of items hereunder. SELLER shall notify AUTHORITY of any known nonconforming product that is expected to be delivered or has been delivered. AUTHORITY shall have authority to approve or refuse identified nonconforming product. Defective goods may be returned at SELLER's expense.
2. **CHANGES** - By written notice or order, AUTHORITY may, from time to time, order work suspension and/or make changes in quantities, drawings, designs, specifications, place of delivery or delivery schedules, methods of shipment and packaging, and property and services furnished by SELLER. If any such change causes an increase or decrease in the price of this agreement or in the time required for its performance, SELLER or AUTHORITY shall promptly notify the other party thereof and assert its claim for adjustment within thirty (30) days after the change is ordered, and an equitable adjustment shall be made. However, nothing herein shall excuse SELLER from proceeding immediately with the agreement as changed.
3. **DEFAULT AND EXCESS REPROCUREMENT LIABILITY** - AUTHORITY may terminate this agreement if a federal or state proceeding for the relief of debtors is undertaken by or against SELLER, or if SELLER makes an assignment for the benefit of creditors, or if SELLER fails after reasonable notice by AUTHORITY to cure a deficiency in performance or lack of progress thereto. AUTHORITY shall have such additional remedies as may be available whether or not it so terminates this agreement, including, but not limited to, payment by SELLER to AUTHORITY of expenses incurred by AUTHORITY in reprocurring elsewhere the same or similar items or services defaulted by SELLER hereunder, provided SELLER's reprocurement expenses obligation shall be limited to the excess costs above the price specified herein for such items or services.
4. **INDEMNIFICATION** - SELLER shall indemnify, defend, and hold harmless AUTHORITY from and against any and all claims (including attorneys' fees and reasonable expenses for litigation or settlement) for any loss, damage, claim, or harm for bodily injuries, including death or damage to property caused by SELLER or its employees, subcontractors, or suppliers in connection with the performance of this agreement.
5. **ASSIGNMENTS AND SUBCONTRACTS** - Neither this agreement nor any interest herein nor claim hereunder may be assigned by SELLER, either voluntarily or by operation of law, nor may all or substantially all of the agreement be subcontracted by SELLER without AUTHORITY's prior written consent. AUTHORITY's withholding of consent shall not be deemed to relieve SELLER of its obligations to comply fully with the requirements hereof.
6. **FEDERAL, STATE, AND LOCAL LAWS** - SELLER warrants that, in the performance of this agreement, it shall comply with all applicable Federal, State and local laws and ordinances and all lawful orders, rules and regulations thereunder.
7. **INFRINGEMENT INDEMNITY** - In lieu of any other warranty by AUTHORITY or SELLER against infringement, statutory or otherwise, it is agreed that SELLER shall defend, at its expense, any claim or suit against AUTHORITY based on a claim that any item furnished under this agreement or the normal use or sale thereof infringes any United States Letters patent or copyright, and SELLER shall pay all costs and damages finally awarded in any such suit or claim, provided that SELLER is notified in writing of the suit or claim and given authority, information, assistance at SELLER's expense for the defense of same. If the use or sale of said item is enjoined as a result of such suit, SELLER, at no expense to AUTHORITY, shall obtain for AUTHORITY the right to use and sell said item, or shall substitute an equivalent item acceptable to AUTHORITY, and extend this patent indemnity hereto.
8. **TITLE AND RISK OF LOSS** - Unless otherwise provided in this agreement, SELLER shall have title to and bear the risk of any loss of or damage to the items purchased hereunder until they are delivered in conformity with this agreement at the F.O.B. point specified herein, and upon such delivery, title shall pass from SELLER, and SELLER's responsibility for loss or damage shall cease, except for loss or damage resulting from SELLER's negligence. Passing of title upon such delivery shall not constitute acceptance of the item by AUTHORITY.
9. **NOTICE OF LABOR DISPUTE** - Whenever SELLER has knowledge that any actual or potential labor dispute may delay this agreement, SELLER shall immediately notify and submit all relevant information to AUTHORITY. SELLER shall insert the substance of this entire clause in any subcontract hereunder as to which a labor dispute may delay this agreement.

However, any subcontractor need give notice and information only to its next higher-tier subcontractor.

10. **EQUAL EMPLOYMENT OPPORTUNITY** - In connection with the execution of this agreement, the SELLER shall not discriminate against any employee or applicant because of race, religion, color, sex or national origin. The SELLER shall take affirmative action to ensure that applicants are employed, and that employees are treated during their employment without regard to their race, religion, color, sex or national origin. Such actions shall include pay, or other forms of compensation and selection for training, including apprenticeship.
11. **TERMINATION FOR CONVENIENCE - AUTHORITY** may terminate this agreement for its convenience at any time, in whole or in part, by giving written notice to SELLER of such termination, effective on the date of such notice. Upon receipt of said notice, SELLER shall immediately take action not to incur any further obligations, costs, or expenses, except as may be reasonably necessary to terminate its activities. AUTHORITY shall pay SELLER its allowable costs incurred to date of termination and those costs determined by AUTHORITY to be reasonably necessary to effect such termination. All finished or unfinished documents and other materials procured or produced by SELLER hereunder shall, at the option of AUTHORITY, become AUTHORITY property upon the date of such termination.
12. **AUDIT AND INSPECTION OF RECORDS** - SELLER shall provide AUTHORITY such access to SELLER's books, records, and facilities as may be deemed necessary to examine, audit, and inspect all work data, documents, and activities related to the goods or services described herein. SELLER shall maintain such books, records, data and documents on a generally accepted accounting basis and shall clearly identify and make such items readily accessible to such parties during SELLER's performance hereunder and for a period of four (4) years from the date of final payment by AUTHORITY hereunder.
13. **TIME IS OF THE ESSENCE** - Time is of the essence in the performance of this agreement. SELLER's delivery of the items and related data and/or documentation and/or performance of required services in accordance with the schedule are a material requirement of this agreement.
14. **WARRANTY** - SELLER warrants to AUTHORITY, its successors and customers that all items furnished to AUTHORITY will be free from defects in material and workmanship, will conform to applicable drawings, designs, specifications and samples, will meet all functional and performance requirements and, to the extent this order calls for services to be performed, that such services will be free from defects in workmanship, will meet all of the requirements of this agreement and will be performed to the highest standards of workmanship in the industry. These warranties are in addition to all other warranties, express, implied or statutory. In addition, the warranties set forth in this section shall survive any inspection, delivery, acceptance or payment by AUTHORITY.
15. **FORCE MAJEURE** - Either party shall be excused from performing its obligations under this agreement during the time and to the extent that it is prevented from performing by an unforeseeable cause beyond its control, including but not limited to: any incidence of fire, flood; acts of God; commandeering of material, products, plants or facilities by the federal, state or local government; national fuel shortage; or a material act or omission by the other party; when satisfactory evidence of such cause is presented to the other party, and provided further that such nonperformance is unforeseeable, beyond the control and is not due to the fault or negligence of the party not performing.
16. **GOVERNING LAW** - The laws of the State of California and applicable local and federal laws, regulations and guidelines shall govern this agreement.
17. **SEVERABILITY** - If any term, provision, covenant or condition of this agreement is held to be invalid, void or otherwise unenforceable, to any extent, by any court of competent jurisdiction, the remainder of this agreement shall not be affected thereby, and each term, provision, covenant or condition of this agreement shall be valid and enforceable to the fullest extent permitted by law.
18. **NOTICES** - All notices hereunder and communications regarding the interpretation of the terms of this agreement, or changes thereto, shall be effected by delivery of said notices in person or by depositing said notices in the U.S. mail, registered or certified mail, return receipt requested, postage prepaid to the addresses set forth in the agreement.
19. **COMPLETE AGREEMENT** - This agreement, the purchase order, and any attachments thereto or referenced therein, constitute the complete and exclusive statement of the term(s) and condition(s) of this agreement between SELLER and AUTHORITY and supersede all prior representations, understandings, and communications