



Request For Proposal
For
City of Douglasville Hwy 92 Gateway Signage

RFP 2026-003

Issue Date: 06/25/2026

Due Date: 07/27/2026

I. General Project Information and Background:

The City of Douglasville (the “City” or “Owner”) is seeking Proposals from qualified vendors to prepare engineered construction documents, furnish, and install the proposed gateway signage along SR 92. Selected vendor must also obtain all permitting needed from Georgia Department of Transportation (GDOT). The City has hired Sky Design (the “City Representative”) as Owner’s representative to facilitate the signage installation.

II. Scope of Services: The project includes but is not limited to the following:

a. Review

- i. The selected contractor is responsible for verifying all site conditions with regards to fabrication and installation before manufacture of signage. Any conditions that would impede the proper and timely completion of the work should be presented to the Owner’s representative in writing.
- ii. Locations shown on the Sign Location Plans are for general placement. The fabricator shall confirm each sign location with the Owner’s representative of any discrepancies in the design documents or graphics schedule as well as discrepancies shall be brought to the attention of the Owner’s representative prior to production.
- iii. Any conflicting conditions with signage that are not coordinated prior to the manufacturing of the scope of work will need to be addressed in the punch list phase and will be the responsibility of the vendor.

b. Engineering

- i. Footings: All footings to be verified by a structural engineer as part of scope. Drawings show footings for intent only. An Engineer’s Stamp is to be obtained when necessary to comply with permits and/or codes.
- ii. Wind load: Exterior signs shall be designed to withstand wind pressure loading to meet or exceed all current code requirements for the state of Georgia/City of Douglasville. Internal framework should also provide maximum capacity to avoid any surface oil canning, curvature, or deviations.
- iii. Thermal Deformations: Design, fabricate, and install component parts to provide for expansion and contraction over a temperature range for the material of 150 degrees Fahrenheit (83.3 degrees Celsius), without buckling, oil canning, sealant joint failure, glass breakage, undue stress on members or anchors, and other detrimental effects.

c. Submittals

- i. Color samples, material samples, submittals, copy layouts, and working drawings are to be provided for approval by the Owner’s representative and

Owner prior to manufacture. Full size copy layouts will also be required as needed.

- ii. Shop Drawings are the responsibility of the fabricator for each of the disciplines contained within and are to include all necessary dimensions drawn to scale, details, internal mechanicals, joint connections, hidden connections, anchorage to footings, section views as needed, etc. These must be submitted as one comprehensive package to be reviewed and approved prior to beginning any construction. Scans or copies of the enclosed design documents with contractor title block will not be accepted for approval as working drawings. The sign fabricator is responsible for all aspects of fabrication including engineering, installation techniques and performance, as well as coordination with site contractors and related trades.
- iii. Paint: 3 samples of each color to be submitted on minimum 4" x 4" plate. One will be returned; the others will be retained for file references. All paints used must retain a minimum 5-year warranty for interior and exterior signage. This includes no cracking, flaking, or fading. Exterior paints should be 2-part catalyst hardened urethane, base coat, topcoat, satin finish unless otherwise specified.
- iv. Mock-ups: samples required for review and approval will be listed on Bid Summary Form.
- v. Vinyl: 3 samples of each color to be submitted as a minimum 4"x 4" submittal. All vinyl is to be 3M Scotchcal graphic vinyl, or Gerber equivalent. First surface application unless otherwise specified on drawings.
- vi. Inkjet and/or Printed Wallcovering: 1 proof of each type of inkjet graphic to be submitted at full-size. For large format graphics, a minimum 12" x 12", full size portion should be submitted, along with a smaller-scaled full layout of each design/image. Proofs are to be of equal or greater reproduction quality than the original artwork provided. All inkjet graphics are to be printed on 3M material or equivalent using pigment-based ink to prevent fading and discoloration. If necessary, laminates on printed vinyl are to be 3M material or equivalent. All inkjet graphics to be matte laminated, unless otherwise specified. Warranty information for all inkjet applications to be provided at no less than five years. If a matte laminate is specified for use over printed wallcovering, then liquid laminate must be used. All submittals must be provided with the material specified, along with the laminate (if specified), for approval.

d. Materials

- i. All wood, stone, brick or brick veneer components to be sealed to protect against decay, mildew, and discoloration
- ii. All aluminum components and panels to have a minimum wall thickness of .125" or greater
- iii. The interior of all illuminated cabinets is to be painted bright white.

e. Installation

- i. Post and Panels in concrete or pavement to be installed via core drill footing and backfill.
- ii. All breakaway details to conform to GA DOT standard requirements.
- iii. Exterior ADA signs containing Braille should be produced using exterior grade photopolymer.
- iv. Pin mounted letters should be set in Hilti epoxy or equivalent to deter theft and vandalism. Exterior pin mounted letters should be set in Hilti epoxy or equivalent and sealed with silicone or equivalent waterproofing sealer.
- v. Signage design and installation for this project must conform to all federal, state, and city regulations and ordinances. It is the responsibility of signage fabricator to submit drawings to the proper agencies for review and approval prior to construction. It is also the responsibility of the signage fabricator to obtain the necessary permits and approvals prior to construction.
- vi. Footings to be Georgia stamped engineered footings with backfill as needed.
- vii. It is the responsibility of the signage fabricator to include and perform all priming work as needed for wallcovering/graphics unless specifically stated as an exclusion in the vendor bid.
- viii. Final electrical hook-up to be completed by the vendor.
- ix. Vendor to include painted aluminum trim cap for all lit channel letters.

f. Signage Protection

- i. Fabricator to coordinate protection of sign until punch list is completed by Owner

g. Warranty

- i. Fabricator warrants work against failure due to faulty materials, workmanship, and design for a period of one (1) year from date of substantial completion.

- ii. Fading, cracking, oil canning, peeling, delaminating, rusting, corroding, and structural failure, including distortion, will be construed to mean failure due to faulty materials and workmanship.
- iii. All products, materials, adhesives, paints, etc. shall be covered by standard manufacturer warranty. Failures during the warranty period shall be repaired or replaced to the satisfaction of the Owner.

III. Procurement Process and Information

a. Request for Proposal Documents

- i. All RFP documents are available in electronic format at the City of Douglasville website.

b. Availability of Request for Proposal

- i. The RFP is open to all qualified candidates and is available free of charge

c. Request for Information

- i. All requests for information and clarifications regarding this project shall be submitted on Bidnet Direct (www.bidnetdirect.com) no later than July 06, 2026 at 4:00 PM EDT. Questions and answers will be issued in the form of an addendum to all interested and will be available on Bidnet Direct (www.bidnetdirect.com). It is the proposer's responsibility to check the website for any addenda issued for this RFP.

d. Communication

- i. From the issue date of this (RFP) solicitation until a successful vendor is selected and announced, proposers are forbidden to communicate about this solicitation of this project for any reason with any members of the City of Douglasville administration and government, except for submission of questions as instructed in the RFP, or during the proposal conference (if applicable), or as provided by any existing work agreement(s). For violation of this provision, the Owner reserves the right to reject the proposal of the offending proposer. If additional assistance is needed, please contact Alyssa Gordon- Procurement Manager at gordona@douglasvillega.gov.

e. RFP Timeline

RFP Timeline	
RFP Issued	06/25//2026 EDT
Deadline for questions/requests for clarification	07/06/2026 at 4:00 EDT
Published responses	07/13//2026
Deadline for submission of proposals	07/27//2026 at 4:00 PM EDT
Interviews by selection committee (If required)	TBD
Selection committee recommendation to City Council for approval	TBD

f. Submittal Date and Information

- i. All bids must be submitted electronically in PDF format via Bidnet Direct (www.bidnetdirect.com), no later than 07/27/2026 at 4:00 PM EDT. Electronic submittals must include a reference to RFP 2026-003 Hwy 92 Gateway Signage. Any bid received after that time will not be considered for award.
 1. It is the sole responsibility of the Proposer to assure delivery by the specified deadlines to the correct location; the City cannot accept responsibility for incorrect or late deliveries, regardless of reason.
 2. A list of firms submitting responsive Proposals will be available on City of Douglasville RFP/RFQ website after stated deadline.
 3. Every proposal shall include price for all labor and materials, including the cost of payment bond and performance bond, as well as unclassified site work. Proposals shall be accompanied by a bid bond in the amount of 5% of the bid. A performance bond and a payment bond, each in the amount of 100% of the contract sum and for the term of the contract, will be required from the successful proposer. Proposals may not be withdrawn for a period of 60 days after the due date for receipt of proposals.
 4. All proposals must be accompanied by a Certificate of Insurance to include General Liability Insurance with limits of no less than \$1 million per occurrence and \$2 million aggregate, and a general liability umbrella policy with a limit of no less than \$10 million aggregate; Worker's Compensation coverage as provided by Georgia law; Temporary Facilities and Equipment, and Builder's Risk Insurance. All bonds and insurance policies shall be written by surety companies with an overall A.M. Best rating of A- (Excellent) or better, and which is listed in the U.S. Treasury Circular 570, and which are licensed to do business in the State of Georgia. Said policies shall provide for jurisdiction and venue in Douglas County, Georgia, for resolution of any disputes.
 5. Proposals may be withdrawn by written or email request, provided such withdrawals are received prior to the time and date of the bid closing. Prior to Notice to Proceed. Contractor shall present a Liability Insurance Certificate, naming the City of Douglasville as an

Additional Insured. Contractor shall be responsible for all injuries or damages of any kind resulting from work to persons or property.

6. All expenses for preparing and submitting responses are the sole cost of the party submitting the response. The City is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of the City. Labeling information provided in submittals “proprietary” or “confidential” or any other designation of restricted use will not protect the information from public view.
 7. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.
- ii. The City of Douglasville reserves the right to waive any and all technicalities, formalities, or irregularities in bids. The City may reject the Bid of any vendor that has previously failed to perform properly or complete on time, contracts of a similar nature with the City of Douglasville, or if the proposer has within the last 5 years.
 1. Failed to complete on time a similar contract due to delays caused by the proposer or non-conforming work performed by the proposer; or
 2. Incurred criminal sanctions against company or any current proposer officer; or
 3. Had its bonding company pay a claim against proposer’s payment or performance bond, due to proposer’s failure to perform.
- g. Proposal Response Information: Provide the following qualifying information
- i. Proposer’s Information
 1. Firm name, address, and telephone number
 2. Primary local contact person(s) and telephone number(s)
 3. Total number of firm's local full-time employees
 4. Year firm established
 5. Listing and description of all current litigation involving the firm
 6. Listing and description of all litigation history for the local firm since, and including 2018
 7. Letter of commitment from Surety or sureties regarding bonding capacity and availability
 8. If the proposer is an entity, Articles of Organization (for LLC or LP) or Articles of Incorporation (for Corporations), PLUS proof of current annual registration, from the Georgia Secretary of State.
 - ii. Experience

1. Over five years of business operation is required.
2. Provide examples of your experience as a prime contractor in handling custom signage installation projects similar to this project in the last 2 years (OR other public and private projects that indicate similar experience). For each of these projects:
 - a. Size, cost, time to complete, description
 - b. Provide photographs.
 - c. Provide an owner reference familiar with your performance on the project. It is the Proposer's responsibility to ensure that the listed contact and phone number are current.
 - d. Provide at least 3 client references and contact information.
 - e. List the individual who served as the Project Executive/Director, Project Manager, Superintendent, and Cost Estimator. Please note whether this individual is still employed with your firm.
3. At a minimum, the signage fabricator must be able to provide the following in-house services:
 - a. Pre-Construction: Engineering, CAD Services, Contract Documents, Cost Analysis.
 - b. Construction: 75% of all primary fabrication is to occur in-house including all metal fabrication, routing, forming, welding, and all general assembly. Only secondary graphic functions such as silk- screening, etching, casting, laser cutting of raw goods, etc. may take place out of house.
 - c. Implementation: Construction Management, Project Coordination, Assembly, and Installation.
4. At a minimum, the fabricator must meet the following fabrication and/or warranty criteria:
 - a. Pin mounted letters should be set in Hilti epoxy or equivalent to deter theft and vandalism and sealed with silicone or equivalent waterproofing sealer.
 - b. Fabrication and installation must conform to all federal, state, and city regulations and ordinances. It is the responsibility of the fabricator to submit drawings to the proper agencies for review and approval prior to construction. It is also the responsibility of the fabricator to obtain the necessary permits and approvals prior to construction.

- c. Fabricator to coordinate protection of all signs until punch list is completed by the City.
 - d. Fabricator warrants work against failure due to faulty materials, workmanship, and design for a period of three years from date of substantial completion. Fading, cracking, oil canning, peeling, delaminating, rusting, corroding, and structural failure, including distortion, will be construed to mean failure due to faulty materials and workmanship.
 - e. All products, materials, adhesive, paints, etc. shall be covered by standard manufacturer warranty. Failures during the warranty period shall be repaired or replaced to the satisfaction of the City.
- iii. Statement of Firm's capability to absorb additional workload, availability of personnel, and commitment to provide services on a timely basis.
- iv. Staffing Management
 - 1. Provide a proposed Organizational Chart which identifies individual names and areas of responsibility.
 - 2. Please designate the specific individuals to fill the following key roles on your team:
 - a. Project Executive
 - b. Project Manager
 - c. Superintendent
 - d. Cost Estimator
 - e. Other (please describe, if applicable.)
 - 3. Please provide for each of the above personnel:
 - a. Current resumes listing relevant project experience.
 - b. Percent of time to be committed to this Project.
 - 4. Please identify the individual who, from project start to finish, will be the leader of your construction team and the principal point of contact between your firm and the City and City's Representative and other consultants. This individual's competence, leadership, and ability to achieve customer satisfaction will be heavily considered in the selection of the contractor.
- h. Evaluation of Proposals and Presentation

The evaluation by the Selection Committee will be based on the Selection Criteria listed below. The City will appoint a committee of key staff members (Selection

Committee) to review each response to this RFP and provide a rank list of all the proposers.

- i. Staffing- Evaluation of the list of personnel specifically assigned to the proposed project, including their qualifications, overall experience, and recent experience on projects of similar nature and complexity to the proposed project. **Points: 25**
- ii. Experience/Performance- Review of past performance on City of Douglasville projects or other projects of similar nature and complexity as the proposed project; evaluation of client references whether included in the proposal response or not; overall responsiveness to Owner's needs. **Points: 30**

- iii. Approach- Evaluation of the overall understanding of the scope of the proposed project; completeness, adequacy, and responsiveness to the required information of the request for proposals. This should include a preliminary Project schedule by task and milestones that will be used to procure the Project. Provide in detail the services your firm will be providing. **Points: 30**

- iv. Fee Proposal- **Points: 15**

i. General Conditions

Upon submission of a bid, the bidder hereby certifies on behalf of his or her company or organization that:

- i. This proposal is genuine and not made in the interest of, or on behalf of, an undisclosed person, firm, or corporation.
- ii. This proposal is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation.
- iii. The proposer has not directly or indirectly induced or solicited any other proposer to submit a false or sham bid.
- iv. The proposer has not solicited or induced any person, firm, or corporation to refrain from proposing.
- v. The proposer has not sought by collusion to obtain for itself any advantages over any other bidder or over the City of Douglasville.

j. Exhibits

- i. Exhibit "A" – Design Intent Package

- ii. Exhibit "B" – Fee Proposal
- iii. Exhibit "C" – Bond Attachment
- iv. Exhibit "D" – Disclosure Statement
- v. Exhibit "E" – Certification Form
- vi. Exhibit "F" – Contractor's Oath
- vii. Exhibit "G" – Contractors and Subcontractors affidavits of compliance with Georgia Security and Immigration Act
- viii. Exhibit "H" – Attach Corporate of Existence

Exhibit A: Sign Concept Document

Exhibit B: Bid Breakout

Exhibit C: Bond Attachment

Exhibit D: Disclosure Statement

BIDDERS' DISCLOSURE STATEMENT

All bidders should be aware that the Project is a public project, and the City is a public agency. Pursuant to the laws, rules and Executive Orders of the State of Georgia, the City of Douglasville shall make every effort to avoid even the appearance of a conflict of interest or any impropriety in both the selection process for this project and the negotiation and performance of any resulting contract. As part of any submittal you intend to make for this project, **you must include a Disclosure Statement with your submittal** which answers the following specific questions:

1. Describe any business transactions occurring within the prior two years between your firm and the City of Douglasville.

<Insert Response Here>

2. Describe any gift, hospitality, or benefit of any sort that your firm has provided to the City of Douglasville, within the prior one-year period.

<Insert Response Here>

3. A *conflict of interest* or *potential conflict of interest* is defined as any action, decision, or recommendation by a person acting in a capacity as a public official, the effect of which is or could be to the private monetary or financial benefit or detriment of the person, the person's relative, or any business with which the person or a relative of the person is associated. The potential conflict of interest is viewed from the perspective of a reasonable person who has knowledge of the relevant facts. Based upon this definition, describe any conflict of interest or potential conflict of interest that your firm has with the City of Douglasville.

<Insert Response Here>

This Disclosure Statement should be dated and signed by an authorized signer for the bidder and submitted with the Bidder's submittal.

Name of Firm

Authorized Signature

Date

Printed Name and Title of Authorized Agent

BIDDER hereby submits this Bid as set forth above:

Bidder:

(typed or printed name of organization)

By: _____

(individual's signature)

Name: _____

(typed or printed)

Title: _____

(typed or printed)

Date: _____

(typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest: _____

(individual's signature)

Name: _____

(typed or printed)

Title: _____

(typed or printed)

Date: _____

(typed or printed)

Address for giving notices:

Bidder's Contact:

Name: _____

(typed or printed)

Title: _____

(typed or printed)

Phone: _____

Email: _____

Address: _____

Bidder's Contractor License

Exhibit E: Certification Form

CERTIFICATION FORM

I, _____, being duly sworn, state that I am _____
(title) of _____ (firm) and hereby duly certify that I have read
and understand the information presented in the attached bid and any enclosure and exhibits
thereto.

I further certify that to the best of my knowledge the information given in response to the
request for bids is full, complete and truthful.

I further certify that the bidder and any principal employee of the bidder have not, in the
immediately preceding five years, been convicted of any crime of moral turpitude or any felony
offense, nor has had their professional license suspended, revoked or been subjected to
disciplinary proceedings.

I further certify that the bidder has not, in the immediately preceding five years, been
suspended or debarred from contracting with any federal, state or local government agency,
and further, that the bidder is not now under consideration for suspension or debarment
from any such agency.

I further certify that the bidder has not in the immediately preceding five years been defaulted in
any federal, state or local government agency contract, and further, that the bidder is not now
under any notice of intent to default on any such contract.

I acknowledge, agree and authorize, and certify that the bidder acknowledges, agrees and
authorizes, that the City of Douglasville may, by means that the City of Douglasville deems
appropriate, determine the accuracy and truth of the information provided by the bidder and
that the City of Douglasville or their agents may contact any individual or entity named in the
RFP for the purpose of verifying the information supplied therein.

I acknowledge and agree that all the information contained in the RFP is submitted for the
express purpose of inducing the City to award a contract.

*A materially false statement or omission made in conjunction with this bid is sufficient cause for
suspension or debarment from further contracts, or denial of rescission of any contract entered
into based upon this bid thereby precluding the firm from doing business with, or performing
work for, the State of Georgia. In addition, such false statement or omission may subject the
person and entity making the bid to criminal prosecution under the laws of the State of Georgia
of the United States, including but not limited to O.C.G.A. §16-10-20, 18 U.S.C. §§1001*

or 1341.

Signature

SWORN AND SUBSCRIBED BEFORE ME

This _____ (day) of _____ (month), 20____ (year)

NOTARY PUBLIC SIGNATURE

My Commission Expires: _____

NOTARY SEAL

Exhibit F: Contractor's Oath

CONTRACTOR AFFIDAVIT AND AGREEMENT REGARDING GEORGIA SECURITY AND IMMIGRATION COMPLIANCE.

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Douglasville has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Douglasville, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Douglasville at the time the subcontractor(s) is retained to perform such service.

Company ID Number: EEV/Basic Pilot Program*

Authorization Date

Name of Contractor

Name of Project

Name of Public Employer

Signature by Authorized Officer or Agent

Date

Printed Name of Authorized Officer/Agent of Contractor

Title of Authorized Officer/Agent of Contractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS

THE ____ DAY OF _____, 20____

Notary Public

My Commission Expires: _____

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the “EEV / Basic Pilot Program” operated by the U. S. Citizenship and Immigration

Exhibit G: Contractors and Subcontractors affidavits of compliance with Georgia Security and Immigration Act

Georgia Security and Immigration Compliance.

Compliance with the requirements of O.C.G.A. 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02 are conditions of this contract. Contractor certifies that it has the following number of employees (check one appropriate box):

_____ 500 or more employees, or

_____ 100 or more employees, or

_____ fewer than 100 employees,

as identified in O.C.G.A. 13-10-91. In the event the Contractor employs or contracts with any subcontractor(s) in connection with this contract, the Contractor will secure from the subcontractor(s) such subcontractor(s') indication of the employee-number category applicable to the subcontractor. The contractor's compliance with the requirements of O.C.G.A. 13-10-91 and Rule 300-10-1-.02 is attested by the execution of the contractor affidavit as shown in Rule 300-10-1-.07, or a substantially similar contractor affidavit, which document is attached to this Contract, and is a part of this Contract.

In the event the Contractor employs or contracts with any subcontractor(s) in connection with this contract, the Contractor will secure from such subcontractor(s) attestation of the subcontractor's compliance with O.C.G.A. 13-10-91 and Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit shown in Rule 300-10-1-.08 or a substantially similar subcontractor affidavit, and maintain records of such attestation for inspection by the City at any time. Such subcontractor affidavit shall become a part of any contractor/subcontractor agreement.

SUBCONTRACTOR AFFIDAVIT FOR GEORGIA SECURITY AND IMMIGRATION COMPLIANCE.

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor) _____ on behalf of the City of Douglasville has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

Company ID Number: EEV/Basic Pilot Program*

Authorization Date

Name of Subcontractor

Name of Project

Name of Public Employer

Signature by Authorized Officer or Agent

Date

Printed Name of Authorized Officer/Agent of Subcontractor

Title of Authorized Officer/Agent of Subcontractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS
THE ____ DAY OF _____, 20____

Notary Public

My Commission Expires: _____

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the

“EEV / Basic Pilot Program” operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Exhibit H: Attach Corporate Certificate of Existence

List of Similar Projects:

1. Project Name: _____

Project Location: _____

Project Owner: _____

Owner Contact (Name and Phone): _____

Project Contract Amount: _____

Description of Project: _____

2. Project Name: _____

Project Location: _____

Project Owner: _____

Owner Contact (Name and Phone): _____

Project Contract Amount: _____

Description of Project: _____

3. Project Name: _____

Project Location: _____

Project Owner: _____

Owner Contact (Name and Phone): _____

Project Contract Amount: _____

Description of Project: _____



City of Douglasville - HWY 92 Gateway Sign
Design Intent Package
Rev. # 0

05.8.2026

PROJECT ADDRESS:

5300 Brickleberry Way,
Douglasville, GA 30134

PAINT SCHEDULE	VINYL SCHEDULE	MATERIAL SCHEDULE	PRINT COLOR SCHEDULE	GENERAL NOTES
P1 Matthews Paint MP05040 Blues News - Satin Finish	V1 Digitally Printed Translucent Vinyl to Match Pantone 634 C	M1 Aluminum	Pantone 5773 C	- FIELD SURVEY IS REQUIRED PRIOR TO PRODUCING FINAL SHOP DRAWINGS TO VERIFY ARCHITECTURAL INTEGRITY & LAYOUT. ALL DRAWINGS IN THIS PACKAGE ARE FOR INTENT ONLY. NO DIMENSIONS HAVE BEEN CONFIRMED. RESPONSIBILITY FOR ALL FIELD VERIFICATION LIES WITH SIGN FABRICATOR. - ALL INSTALLATION/MOUNTING TO COMPLY WITH LOCAL ORDINANCE/ADA
P2 Matthews Paint MP07895 Meridian Blue - Satin Finish	V2 Oracal 8800-010 - Translucent White	M2 Frosted Acrylic	Pantone 574 C	
P3 Matthews Paint MP03170 Trefoil Yellow - Satin Finish	LIGHTING SCHEDULE	M3 2" Stock Aluminum Pole	Pantone 632 C	
P4 Matthews Paint MP00803 Mount of Olive - Satin Finish	L1 White LED Lighting Bitro OpticsPRO Plus OTSP-M3PL	M5 Anatoliy Stone Southeastern LedgeStone - Antique	Pantone 634 C	
P5 Matthews Paint MP00811 Sulfurous Green - Satin Finish	L2 Up-Lighting at Logo Structure: 18w 5000k LED spot lights	M6 Precast Masonry Cap - Match Color P7	Pantone 1235 C	
P6 Matthews Paint MP43251 Toque White - Satin Finish	L3 Ground Lighting: RAB 80w LED flood lights, set in concrete footings		Pantone 7417 C	
P7 Matthews Paint MP02650 Garbo Silver - Satin Finish			Pantone 426 C	
P8 Matthews Paint MP31645 Designer White - Satin Finish				
P9 Matthews Paint Match MP02650 Garbo Silver - Satin Finish				
P10 Matthews Paint MP00561 Lignite - LRV 10.8				
				TYPICAL NOTES - REFER TO DRAWING NOTES FOR MATERIAL THICKNESS AND/OR DIAMETER UNLESS SPECIFICALLY NOTED IN THE FINISH SCHEDULE. - BID ALTERNATE PRICING SHOULD BE INCLUDED ON BID SUMMARY FORM IN THE CORRESPONDING BID ALTERNATIVE COLUMN.
				ASSEMBLY SPECIFICATIONS - ALL HARDWARE TO BE SECURED WITH LOCTITE OR EQUIVALENT TO DETER VANDALISM.
				FABRICATION SPECIFICATIONS - SEAMLESS CONSTRUCTION; ALL SEAMS/WELDS TO BE FILLED, GROUND, SANDED, AND FINISHED SMOOTH. - NO VISIBLE FASTENERS UNLESS THEY ARE SPECIFICALLY PART OF DESIGN INTENT. - NO ALTERNATES MAY BE INTRODUCED UNLESS CLEARLY OUTLINED BY CONTRACTOR AND APPROVED BY OWNER AND DESIGNER. - ALL CABINETS TO BE .125" ALUMINUM STOCK. - ALL CHANNEL LETTERS TO BE MINIMUM .063" ALUMINUM STOCK RETURNS AND .125" FRONT AND REAR FACES UNLESS OTHERWISE SPECIFIED. - CAP ENDS OF ALL TUBING UNLESS OTHERWISE SPECIFIED.

1 Project Finishes

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz 0123456789

TYPEFACE 1 - Avenir - Book

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz 0123456789

TYPEFACE 2 - Avenir - Black

2 Project Typefaces



4 Project Logos

REV#:	DATE:	DRAWN BY:	PROJECT #:
# 0.0	05.08.2026	AG/CW/TC	31554.05
TITLE:			City of Douglasville Gateway Sign
SIGN TYPE:			Project Finishes

Project Specifications

The following design documents are for the sole purpose of conveying design intent and are not intended for construction purposes. The fabricator may make recommendations and/or changes to the details as shown in the drawings with written approval of the Owner’s representative. The fabricator assumes all responsibility for signage integrity, engineering, field verification and measurements, etc. as part of the bid submittal process.

Sky Design and the Owner shall review all shop drawings for conformance with the design intent of these drawings only and will not be held responsible or liable for any results of construction from working drawings, materials selection, shop drawings, or any other agreements.

REVIEW

- **Site:** The fabricator is responsible for verifying all site conditions with regards to fabrication and installation before manufacture of signage. Any conditions that would impede the proper and timely completion of the work should be presented to the Owner’s representative in writing.
- **Sign Location Plans:** Locations shown on the Sign Location Plans are for general placement. The fabricator shall confirm each sign location with the Owner’s representative and locate via stake and flag for verification.
- Fabricator shall notify the Owner’s representative of any discrepancies in the design documents or graphics schedule as well as discrepancies in field dimensions or field conditions (drainage pipes, etc.) that would require changes in sign construction details. All discrepancies shall be brought to the attention of the Owner’s representative prior to production.
- Any conflicting conditions with signage that are not coordinated prior to the manufacturing of the scope of work will need to be addressed in the punchlist phase and will be the responsibility of the vendor.

ENGINEERING

- **Footings:** All footings to be verified by structural engineer as part of scope. Drawings show footings for intent only. An Engineer’s Stamp is to be obtained when necessary to comply with permits and/or codes.
- **Wind load:** Exterior signs shall be designed to withstand wind pressure loading to meet or exceed all current code requirements for the state of [Georgia/City of Douglasville](#). Internal framework should also provide maximum capacity to avoid any surface oil canning, curvature, or deviations.
- **Thermal Deformations:** Design, fabricate, and install component parts to provide for expansion and contraction over a temperature range for the material of 150 degrees Fahrenheit (83.3 degrees Celsius), without buckling, oil canning, sealant joint failure, glass breakage, undue stresses on members or anchors, and other detrimental effects.

ARTWORK

All enlarging and reducing of supplied artwork images is the responsibility of the signage fabricator. Any discrepancies after enlarging or reducing vs. original artwork are to be addressed with Owner’s representative prior to reproduction. Refer to the design documents for reference as to what artwork will be provided. Sky Design will not submit electronic artwork for contractors use in shop drawings except for custom created logos, icons, typography, etc. Artwork for general fabrication items will not be submitted so please account for this in your time frames and general costs.

SUBMITTALS

Color samples, material samples, submittals, copy layouts, and working drawings are to be provided for approval by the Owner’s representative and Owner prior to manufacture. Full size copy layouts will also be required as needed.

- **Shop Drawings** are the responsibility of the fabricator for each of the disciplines contained within and are to include all necessary dimensions drawn to scale, details, internal mechanicals, joint connections, hidden connections, anchorage to footings, section views as needed, etc. These must be submitted as **one comprehensive package** to be reviewed and approved prior to beginning any construction. **Scans or copies of the enclosed design documents with contractor title block will not be accepted for approval as working drawings.** The sign fabricator is responsible for all aspects of fabrication including engineering, installation techniques and performance, as well as coordination with site contractors and related trades.
- **Paint:** 3 samples of each color to be submitted on minimum 4” x 4” plate. One will be returned; the others will be retained for file references. All paints used must retain a minimum 5-year warranty for interior and exterior signage. This includes no cracking, flaking, or fading. Exterior paints should be 2-part catalyst hardened urethane, base coat, top coat, satin finish unless otherwise specified.
- **Mock-ups:** samples required for review and approval will be listed on Bid Summary Form.
- **Vinyl:** 3 samples of each color to be submitted as a minimum 4” x 4” submittal. All vinyl is to be 3M Scotchcal graphic vinyl, or Gerber equivalent. First surface application unless otherwise specified on drawings.
- **Inkjet and/or Printed Wallcovering:** 1 proof of each type of inkjet graphic to be submitted at full-size. For large format graphics, a minimum 12” x 12”, full size portion should be submitted, along with a smaller-scaled full layout of each design/image. Proofs are to be

of equal or greater reproduction quality than the original artwork provided. All inkjet graphics are to be printed on 3M material or equivalent using pigment-based ink to prevent fading and discoloration. If necessary, laminates on printed vinyl are to be 3M material or equivalent. All inkjet graphics to be matte laminated, unless otherwise specified. Warranty information for all inkjet applications to be provided at no less than five years. If a matte laminate is specified for use over printed wallcovering, then a liquid laminate must be used. All submittals must be provided on the material specified, along with the laminate (if specified), for approval.

MATERIALS

- All wood, stone, brick or brick veneer components to be sealed to protect against decay, mildew, and discoloration
- All aluminum components and panels to have a minimum wall thickness of .125” or greater
- The interior of all illuminated cabinets is to be painted bright white.

INSTALLATION

- Post and Panels in concrete or pavement to be installed via core drill footing and backfill.
- All breakaway details to conform to [GA DOT](#) standard requirements.
- Exterior ADA signs containing Braille should be produced using exterior grade photopolymer.
- Pin mounted letters should be set in Hilti epoxy or equivalent to deter theft and vandalism. Exterior pin mounted letters should be set in Hilti epoxy or equivalent and sealed with silicone or equivalent waterproofing sealer.
- Signage design and installation for this project must conform to all federal, state, and city regulations and ordinances. It is the responsibility of signage fabricator to submit drawings to the proper agencies for review and approval prior to construction. **It is also the responsibility of the signage fabricator to obtain the necessary permits and approvals prior to construction.**
- Footings to be [Georgia](#) stamped engineered footings with backfill as needed.
- **It is the responsibility of the signage fabricator to include and perform all priming work as needed for wallcovering/graphics unless specifically stated as an exclusion in the vendor bid.**
- **Final electrical hook-up to be completed by the vendor.**
- Vendor to include painted aluminum trimcap for all lit channel letters.

SIGNAGE PROTECTION

Fabricator to coordinate protection of all signs until punch list is completed by Owner.

Fabricator to be responsible for all equipment used to install signage, including but not limited to lifts, swing stages, equipment vehicles, and temporary attachments. It is the responsibility of the fabricator to ensure that all penetrations into all concrete, precast columns, beams, or building façades do not affect the structural integrity of the reinforcement within. Should damage occur to signage and/or the building structure/façade as a result of the signage installation process, it is the continued responsibility of the fabricator to manage the resolution process with all necessary parties until an agreed-upon solution is reached and damage is repaired. sky design holds zero liability for damages incurred to owner or contractor by owner or contractor on site.

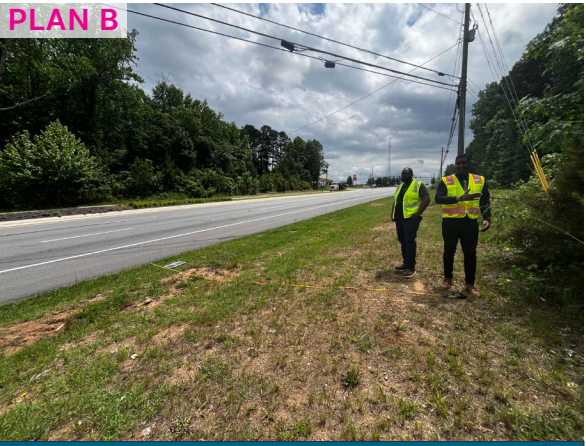
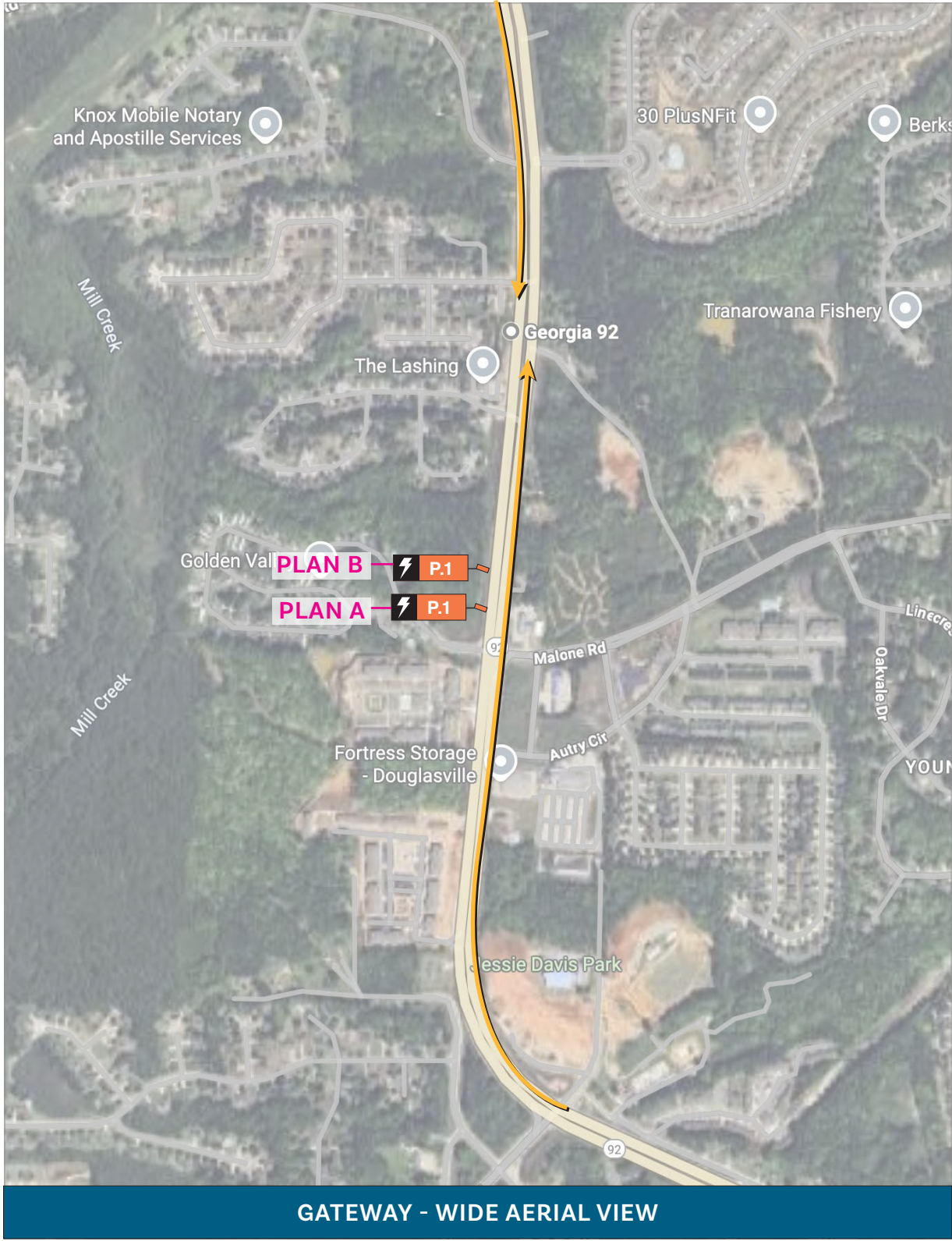
WARRANTY

- Fabricator warrants work against failure due to faulty materials, workmanship, and design for a period of one (1) year from date of substantial completion.
- Fading, cracking, oil canning, peeling, delaminating, rusting, corroding, and structural failure, including distortion, will be construed to mean failure due to faulty materials and workmanship.
- All products, materials, adhesives, paints, etc. shall be covered by standard manufacturer warranty. Failures during the warranty period shall be repaired or replaced to the satisfaction of the Owner.

PROPRIETARY INFORMATION

Sky Design shall have the right to include a credit line on completed designs or any visual representation of drawings, models, sketches, photographs, etc. created by Sky Design in the development of this signage program. The credit shall be included in any publication of the designs by the Owner or by others.

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			TITLE:
			City of Douglasville Gateway Sign
			SIGN TYPE:
			Project Specifications



EXISTING CONDITION

All locations will require additional review during contract administration phase to determine exact orientation, verbage and placement.

LEGEND

EXTERIOR

P

Gateway Sign

Sign requires electrical.

Sign types are not indicated in scale (for general reference only).

Sign types colored in legend are relevant to SLP shown.

C.X.2

C - SIGN LEVEL
X - LEVEL
2 - SIGN #

Dimensioned GDOT Plan



DESIGN DETAILS

MATERIALS:

- Fabricated Aluminum Sign utilizing painted details and faux-masonry construction w/ external ground illumination

- NOTES:**
1. All locations will require additional review to determine exact orientation and placement.
 2. Fabricator to field verify all dimensions and conditions prior to final production and engineering
 3. City of Douglasville to run power to signage location
 4. Sign is Single-Sided
 5. ****Vendor is responsible for verifying grade pre-bid and prior to production****
 6. ****Vendor is responsible for any backfill****
 7. ****Vendor is responsible to run and coordinate power to signage location****

POSTED SPEED LIMIT



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SIGN TYPE:			Sign Location Plan

Plan A Setback Conditions



LEGEND

NOTES:

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1 City of Douglasville - Setback Conditions
SCALE: NTS

Plan B Setback Conditions



NOTES:

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1 City of Douglasville - Setback Conditions
SCALE: NTS

Contextual Renderings

BELOW SCHEMATIC IMAGE SHOWN FOR
REFERENCE ONLY. REFER TO DRAWING SET FOR
DETAILS, SPECS, MEASUREMENTS, ETC.



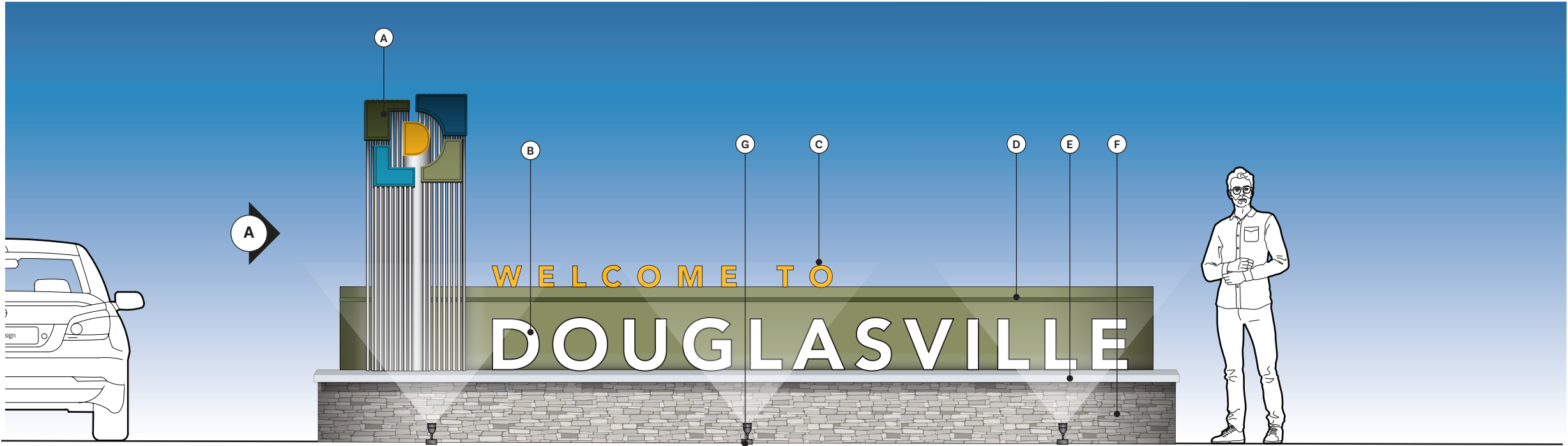
DAYTIME - CONTEXTUAL RENDERING



NIGHTTIME - CONTEXTUAL RENDERING

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SIGN TYPE:			P. Gateway Sign

Illumination - Elevations



1 Sign A.1 - Front - Daytime View
SCALE: 3/8" = 1'-0"



2 Sign A.1 - Front - Nighttime View
SCALE: 3/8" = 1'-0"

DESIGN DETAILS

MATERIALS:

- A - Fabricated aluminum (**M1**) cabinets to create logo with 1" inset panels on top and bottom, painted (**P1, P2, P3, P4, P5, P6**) supported and mechanically fastened to 1" stock aluminum posts (**M3**) and cabinets. Interior wash lighting
- B - Fabricated 13" tall 7" deep, internally illuminated channel letters; acrylic (**M2**) face with (**V2**) overlay first surface; aluminum trim caps, returns painted (**P2**)
- C - Fabricated 6" tall 2" deep, aluminum letters with face painted (**P3**); aluminum trim caps, returns painted (**P2**) Mounted to top of cabinet
- D - Fabricated aluminum cabinet, painted (**P5**); with masked and painted line detail (**P4**)
- E - Precast cap with chamfered edge detail (**M6**)
- F - Fabricated aluminum cabinet with (**M5**) stone cladding; internal breakaway details as needed per GDOT regulations
- G - External lights securely mounted to ground with light washing sign face (**L2, L3**).

NOTES:

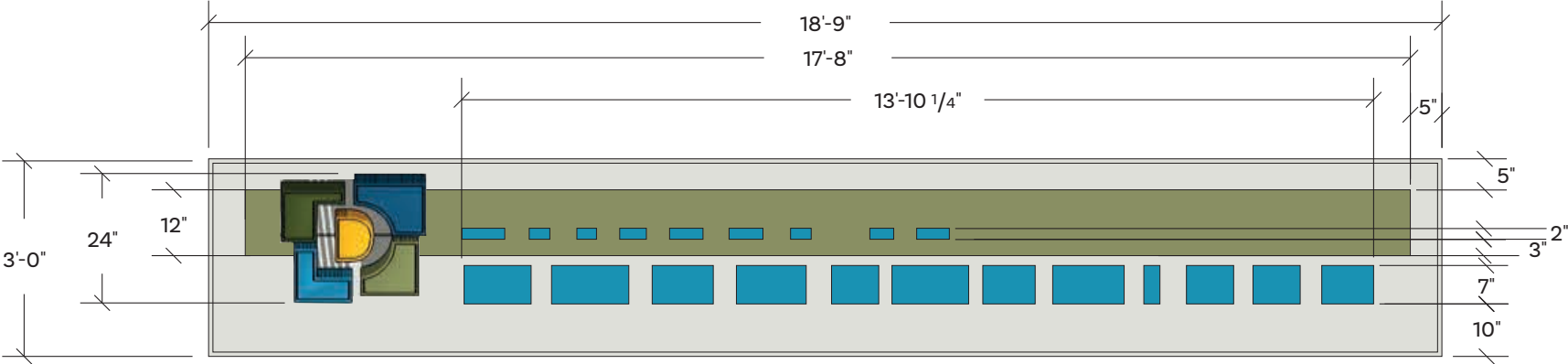
1. All locations will require additional review to determine exact orientation and placement.
2. Fabricator to field verify all dimensions and conditions prior to final production and engineering.
3. Sign(s) are (1) sided
4. Sign is internally & externally illuminated

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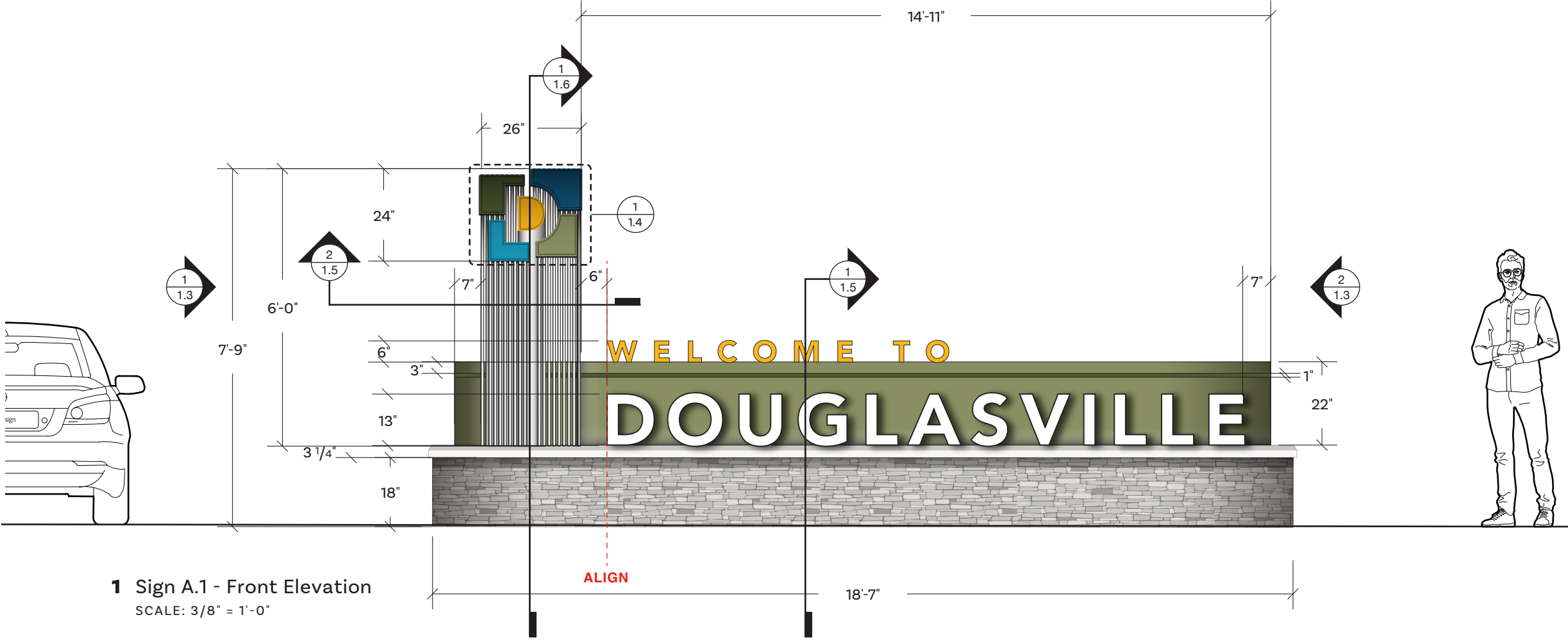
PROJECT #:
31554.05

TITLE:
City of Douglasville
Gateway Sign

SIGN TYPE:
P. Gateway Sign



2 Sign A.1 - Plan View
SCALE: 3/8" = 1'-0"



1 Sign A.1 - Front Elevation
SCALE: 3/8" = 1'-0"

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SIGN TYPE:
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1 Sign A.1 - Side A Elevation
SCALE: 3/8" = 1'-0"

3 Sign A.1 - Detail View
SCALE: 1" = 1'-0"

2 Sign A.1 - Side B Elevation
SCALE: 3/8" = 1'-0"

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DESIGN DETAILS

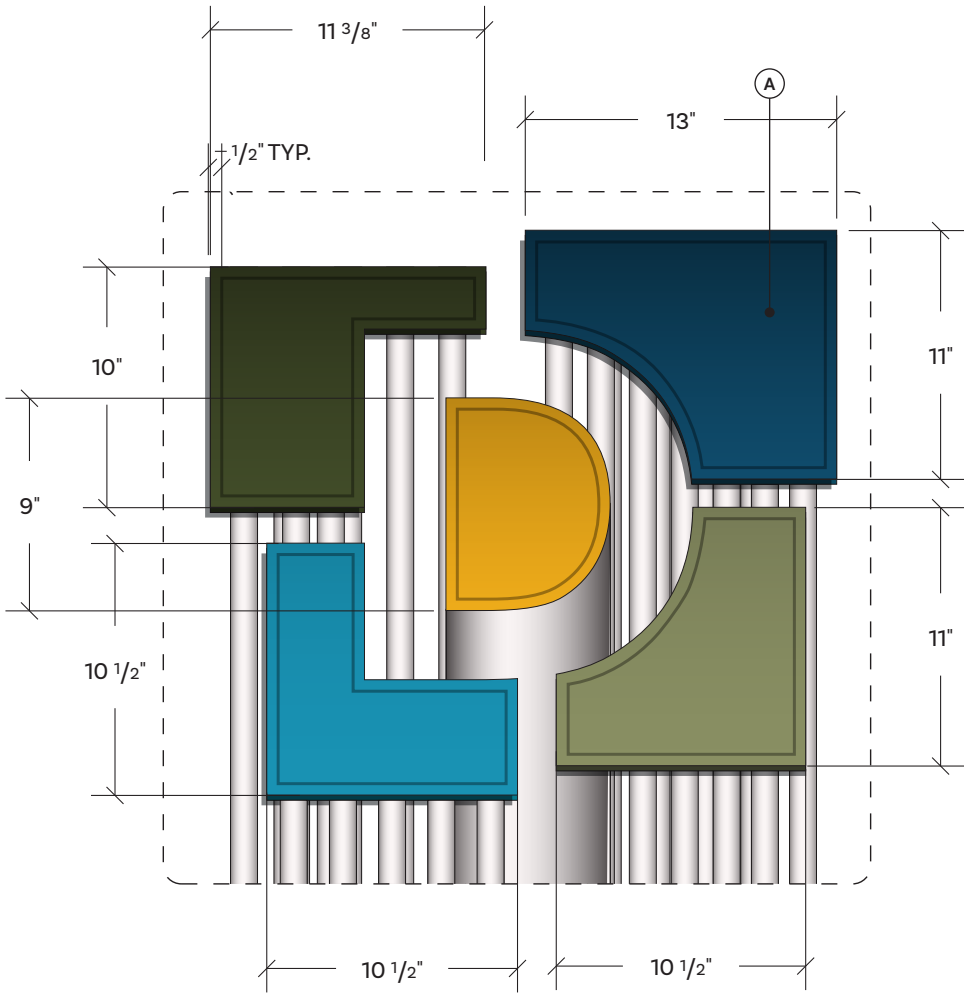
MATERIALS:

A - Fabricated Aluminum Cabinets To Create Logo With 1" Inset Panels, Painted (**P1, P2, P3, P4, P5**) Supported And Mechanically Fastened To 2" Stock Aluminum Posts (**M3**) And Cabinets

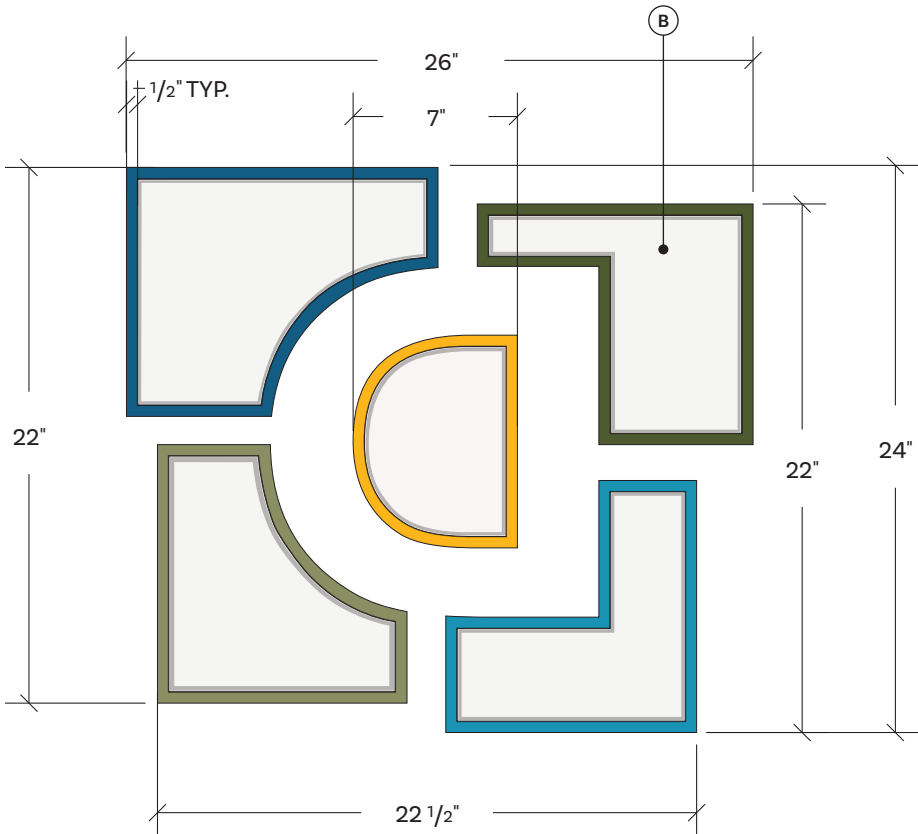
B - Fabricated Aluminum Cabinets To Create Logo With 1" Inset Panels, Painted (**P6**) Supported And Mechanically Fastened To 2" Stock Aluminum Posts And Cabinets

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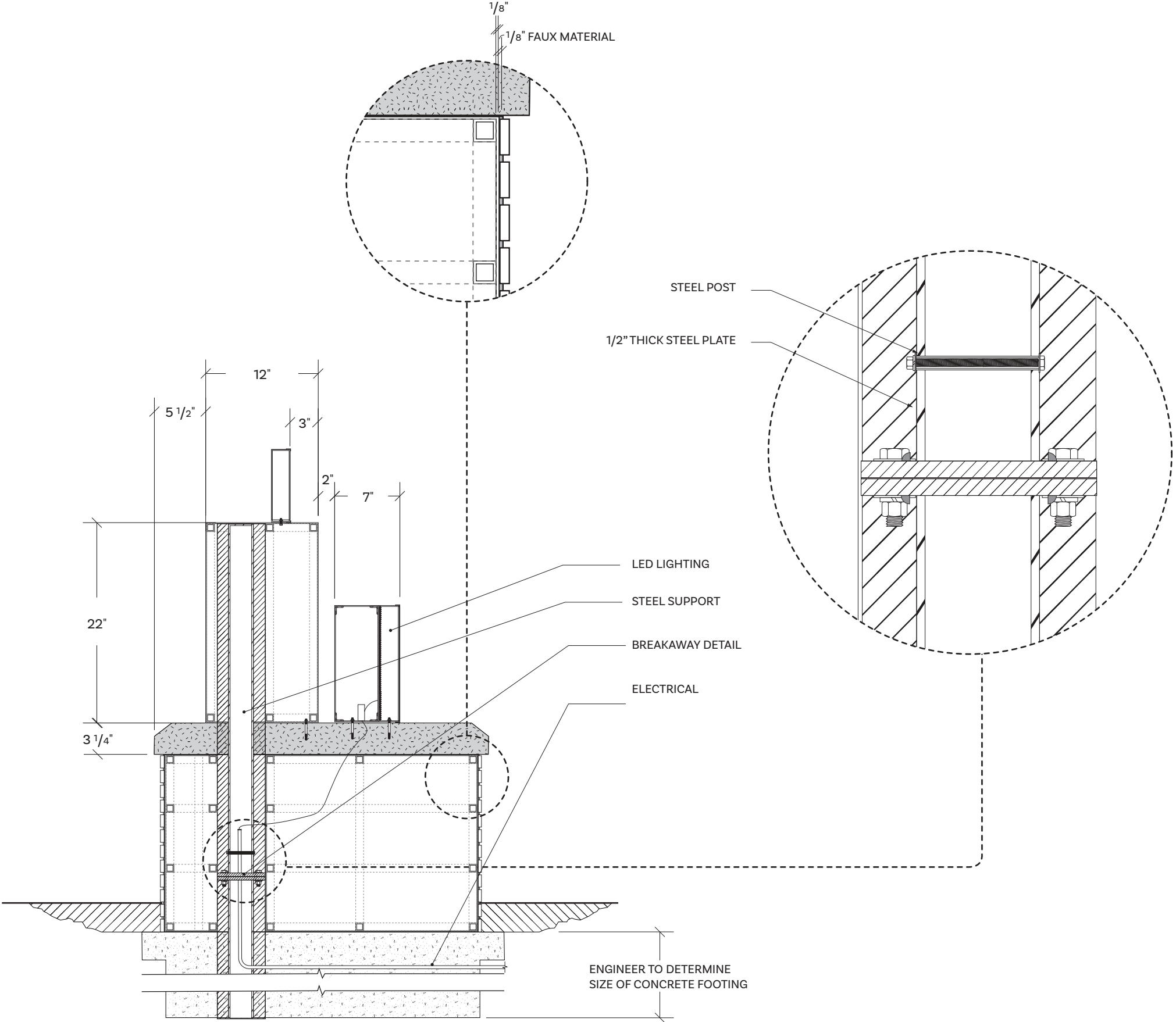
1 Detail
SCALE: 1 1/2" = 1'-0"



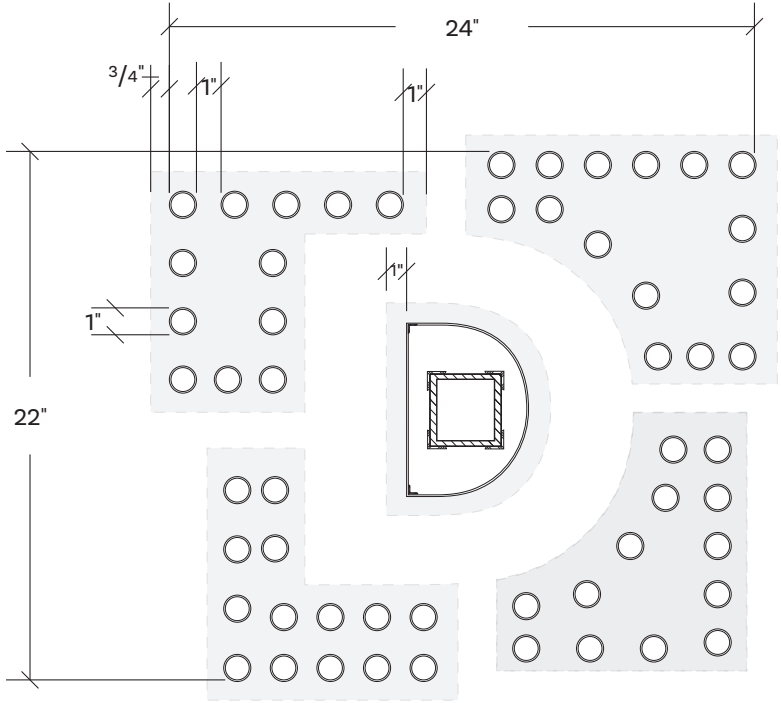
2 Detail - Bottom View
SCALE: 1 1/2" = 1'-0"

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P. GATEWAY SIGN
Sections + Details

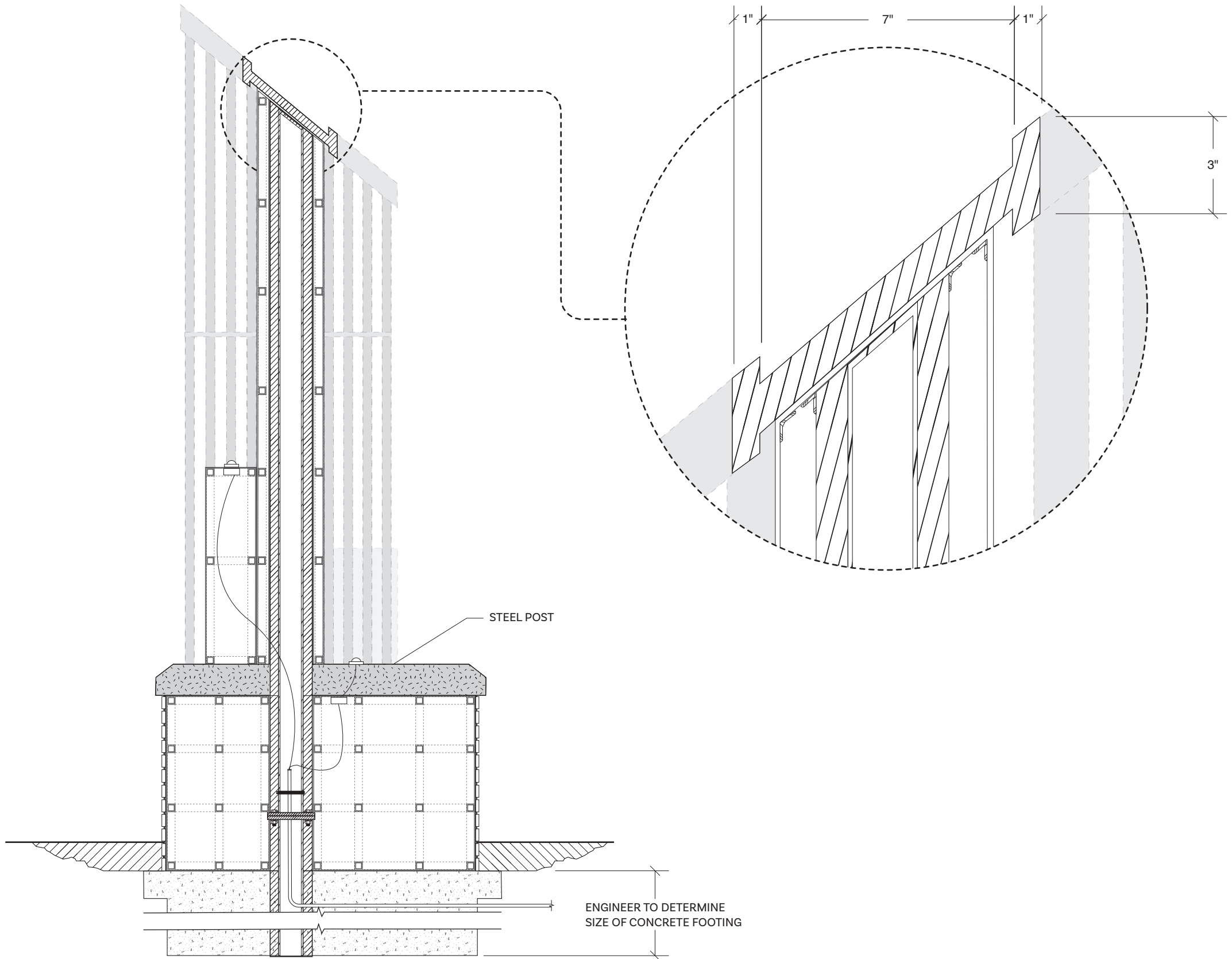


1 Sign A.1 - Side A Elevation
SCALE: 1" = 1'-0"



2 Sign A.1 - Section
SCALE: 1 1/2" = 1'-0"

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1 Sign A.1 - Side A Elevation
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