CONTRACT AWARD

Date: March 1, 2017

Contract Number: W0001203

Procurement Officer: Steven W. White
Telephone: (316)978-3782
E-mail Address: steven.white@wichita.edu

Item: On-Call Design, Manufacturing and Installation for Campus Signage

Department: Wichita State University
Strategic Communications 1845 Fairmount, Campus Box 62
Wichita, KS 67260-0062
NIAR 1845 Fairmount St, Box 93
Wichita, KS 67260-0093
Barth Hague, 316-978-3045 Tracee Friess, 316-978-5597

Period of Contract: April 1, 2017 through March 31, 2017
With two (2) additional optional one (1)-year renewals

PURPOSE OF CONTRACT:

This contract is to provide On-Call Design, manufacturing and Installation of indoor and outdoor signage for the main and satellite campuses of Wichita State University (WSU). WSU reserves the right to bid out sign projects as in the best interest of the University.

When a department has a need to use the services of this contract they shall first obtain any and all approvals from University Departments and/or owners of affected buildings and premises leased by WSU as required, including but not limited to approvals from Facilities or the building owner to affix any structure to a building or property, and from Strategic Communications regarding design or use of logo(s) and other visual standards.

Next the department shall use the attached Work Order to obtain a quote from one or more of the Contractors. The Contractor may add their own quote to the Work Order and must indicate whether or not they require a Project Exemption Certificate (PEC) for the project on this Work Order. (This is to be exempt from paying taxes on labor.) A PEC is requested from the Kansas
Department of Revenue and cannot be backdated from the date it is applied for and can only be issued if the work order is submitted prior to any work being performed by the Contractor.

The Work Order shall be signed by the Contractor and University Department Budget Officer and submitted to the Office of Purchasing with a requisition entered into the Banner System. The Office of Purchasing will process a purchase order and obtain a PEC if necessary and forward these documents to the Contractor.

### Contractors & Pricing

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>Fastsigns 150 S. Rock Rd. Wichita, KS 67207 Christopher J. Davis PH:316-683-5700 Fax:316-683-5393 <a href="mailto:179@fastsigns.com">179@fastsigns.com</a></th>
<th>Luminous Neon, Inc. 1429 West 4th Ave. Hutchinson, KS 67501 Mike McQueen or Chuck Carson PH:620-662-2363 Fax: <a href="mailto:mmccqueen@luminousneon.com">mmccqueen@luminousneon.com</a> <a href="mailto:ccarson@luminousneon.com">ccarson@luminousneon.com</a></th>
<th>George Lay Signs P. O. Box 246 Wichita, KS 67203 Nicholas Janney PH: 316-242-0433 Fax: 316-262-3306 <a href="mailto:nickj@elaysigns.com">nickj@elaysigns.com</a> <a href="mailto:davidv@elaysigns.com">davidv@elaysigns.com</a> <a href="mailto:johnlay@elaysigns.com">johnlay@elaysigns.com</a> <a href="mailto:jeremyh@elaysigns.com">jeremyh@elaysigns.com</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Initial Planning</td>
<td>$75.00/hour</td>
<td>Per project</td>
<td>$75.00/hour</td>
</tr>
<tr>
<td>2.</td>
<td>Graphic Design</td>
<td>$90.00/hour</td>
<td>$65.00/hour</td>
<td>$60.00/hour</td>
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<tr>
<td>3.</td>
<td>Estimating</td>
<td>$75.00/hour</td>
<td>Per Project</td>
<td>$75.00/hour</td>
</tr>
<tr>
<td>4.</td>
<td>Manufacturing</td>
<td>$175.00/hour</td>
<td>$65.00/hour</td>
<td>$65.00/hour</td>
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<tr>
<td>5.</td>
<td>Installation</td>
<td>$150.00/hour</td>
<td>$140.00/hour</td>
<td>$62.00/hour/person</td>
</tr>
<tr>
<td>6.</td>
<td>Materials</td>
<td>Per job basis</td>
<td>-------------------------------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>

1.  Initial Planning
2.  Graphic Design
3.  Estimating
4.  Manufacturing
5.  Installation
6.  Materials
Contractor services for On-Call work shall be performed against Work Orders agreed to between the contractor and Wichita State University [WSU]. Work Orders will be deliverables-based and at the hourly prices offered by the contractor.

Payment for all work will be deliverable-based and partial payments may be made no more than on a monthly basis.

**Work Order Number:**

**Work Order Title:**

**Requested Start Date:**

**Finish Date:**

WSU Project Manager: __________________ PH: ___________ Email: ______________

Contractor Proj Mgr: __________________ PH: ___________ Email: ______________

**Scope of Work [SOW]:**

**Task to be done:**

Deliverables:

WSU Assets required:

Technical Environment:

Special Requirements:

Project Exemption Certificate Required: YES  NO

I, ________________________, Contractor, offer the above stipulated work and we, the WSU Project Manager, and Purchasing Office; accept the Work order in accordance with Contract W0001203.

Contractor: __________________ Signature___________________________ Date _____

Department Project Manager: __________________ Signature___________________________ Date _____

WSU Purchasing: __________________ Signature___________________________ Date _____

Purchase Order No Assigned: ________________