

Response to questions from prospective bidders in **BOLD UNDERLINE**.

1. The following items are missing descriptions within the schedule of values:
Line No. 0110; 617 045
Line No. 0220; 618 999
Line No. 1410; 617 039
Line No. 1420; 617 041
Line No. 1490; 617 135

These values are defined in the design plans. See SUMMARY OF QUANTITIES sheet and revised pay item schedule.

2. Please provide the stipulated amount for Line No. 0200, Item No. 108 003 WMATA MONITORING AND COORDINATION EXPENSES
Amount for WMATA Monitoring and coordination shall be \$15,000 see revised pay item schedule.
3. Please confirm that the Tree Planter Fence Line No. 0050; Item No. 611 011 will be measured and paid by each. DDOT typically measures and pays this item by the LF as the tree boxes vary in size.
Tree Planter Fence Item will be measured and paid by "each". The tree box detail and the planting plans show a box size of 9' x 4' TYPICAL.
4. Page 23; 43 Topsoil – Measure and payments states sy and Schedule of Items states the price per cy. Please advise the correct measure and payment for this item.
Topsoil will be measured and paid in "cy". SP item no. 43 needs to be corrected in the specification. Item is correct as shown in SUMMARY OF QUANTITIES.
5. Page 80; 64 Multi Space Pay and Display Parking Meters. These meters are typically procured and installed under a separate DDOT contract. Please confirm if the contractor is responsible for procuring and installing the parking meters.
Contractor shall furnish and install meters, per plan and specs. Programming shall be "BY OTHERS"
6. Please confirm that the Contractor is responsible for generating and acquiring the approval for the Traffic Control Plans.
Contractor shall be responsible for submitting, for review and approval, traffic control plans. Additionally, contractor shall use the detail provided on Sheet 113 of the design plans for areas where adequate sidewalk width is not available to accommodate pedestrian traffic in construction zones. Where adequate sidewalk space is available within the construction zone, contractor may establish pedestrian egress within the sidewalk, provided there is a minimum of 6 feet of clear space for the pedestrians.
7. Please confirm that an Engineer's approval is not required for the TCP Plans.
A Professional Engineer's (PE) stamp is not required for the TCP Plans.

8. Line No. 1510, Item No. 618 333 F/I Banner Arm on Streetlight Pole. Please provide the length of the banner arms, the finish of the arms, type of arms (single or twin) and the type of mount.

These items are usually permitted through DCRA. Please see ATTACHMENTS 1 thru 6.

9. Page 1 – Bid item 0040 611 003 Please provide name of species for this item.

Species are defined in the design plans. SEE PLANTING PLAN.

10. Page 2 – Bid item 0110 617 045 Please provide description for this item.

Description provided in SUMMARY OF QUANTITIES.

11. Page 3 – Bid item 0200 DDOT should provide the lumpsum amount for this item.

Amount shall be \$15,000.

12. Page 3 – Bid item 0220 618 999 Please provide description for this item.

Description provided in specs, page 64-65. Estimated amount shall be \$30,000

13. Page 15 – Bid item 1410 and 1420 Please provide description for this item.

Items described in plan and spec.

14. Page 16 – Bid item 1490 Please provide description for this item.

Items described in plan and spec.

15. Page 17 – Bid item 1520 Please provide description for this item.

Item defined in SP no 57, pay item no. 15 on page 50 of specification.

616.35 INSTALL BANNER ARM ON STREETLIGHT POLE

(A) **GENERAL.** The Contractor shall provide banner arms on streetlight poles as specified in the contract documents and as directed by the Chief Engineer. The arms, including mounting hardware, shall be constructed of corrosion-resistant material. The contractor shall submit catalog cuts and samples to the Chief Engineer for approval before any orders are placed. The contractor shall follow the below guidelines for mounting arms on streetlight poles,

For Pendant Poles: The banner arms shall be mounted such that there is an absolute minimum clearance of 16 feet from the finished grade to the bottom of the lower arm and such that a 2' x 4' long banner can be installed by others.

For Twin 20 & #18 Streetlight Poles: The maximum banner size for the pedestrian walkway side shall not exceed 2'x 4' and shall have an absolute minimum of 12 feet clearance from the bottom of the banner to the finished grade.

The maximum banner size for #18 poles on the roadway side shall not exceed 1.5' x2' and shall have an absolute minimum clearance of 14 feet from the bottom of the banner to the finished grade. The maximum banner size for Twin 20 poles on the roadway side shall not exceed 1.5' x3' and shall have an absolute minimum clearance of 14 feet from the bottom of the banner to the finished grade.

For #16 Streetlight Poles: The maximum banner size for #16 poles on pedestrian walkway side shall not exceed 2' x2.5' and shall have an absolute minimum clearance of 11 feet from the bottom of the banner to the finished grade. Banners shall not be attached on the roadway side for this type of pole.

General provisions: Banner designs shall meet all roadway code requirements. Banners shall not be attached to fiberglass poles.

The contractor shall use care when mounting the banner arms so as not to damage the pole finish. The Contractor shall repair all damage to the pole and pole finish at no additional cost to the District. All debris generated as part of this work shall become the property of the Contractor and shall be disposed of at no additional cost to the District.

(B) **MEASURE AND PAYMENT.** The unit of measure for Install Banner Arm on Streetlight Pole will be per each. Payment will be made at the contract unit price per each. The payment for installation will include all labor, tools, materials, equipment and all incidentals necessary to complete the work specified herein.

BANNER AND DECORATIVE LIGHTING PERMIT
CONDITIONS EXHIBIT

Traffic Services Administration
Traffic Operations and Safety Division
Banner Permit Conditions
(202) 671-2710

1. A public space permit is required to install banners and decorative lighting in public space.
2. The applicant must secure a public space electrical permit, if electrical service is required. All electrical work must comply with all applicable provisions of the current DC and National Electrical Codes. The applicant must also secure an agreement with the electric power supplier for energy usage prior to application.
3. The banners shall be hung on streetlight poles only and on poles that do not carry traffic signal equipment. Also, banners shall not be hung on composite (fiberglass) poles, if in application area.
4. The applicant shall inspect pole, if unsafe conditions are found or if it is apparent that rust has migrated to the T-base, applicant shall not use the pole to hang banners and report such finding(s) to the Traffic Services Administration.
5. The banners shall be hung a minimum of 14 feet above the roadways and 12 feet above pedestrian walkways with a maximum of two (2) banners per pole to be used.
6. The banners should not exceed the dimensions shown with application and shall not exceed the maximum dimensions (30" x 60").
7. The applicant shall remove any banner and mounting hardware within 48 hours, when so ordered by the Traffic Services Administration.
8. This application request covers only District owned Streetlights. The applicant is advised that there may be United States Park Service streetlight poles and privately owned light poles in the application area.
9. Applicant shall not remove any existing banners that were installed by other organizations/applicants nor hang a banner(s) where any addition of a banner(s) will exceed the maximum number of two (2) banners per pole.

Applicant will also need to have when applying for permit:

- a site plan showing which poles the applicant would like to use
- description of mounting hardware to be used
- a sketch/picture showing dimensions of banner size and the wording that will be used
- a specified electrical connection/disconnection plan

ATTACHMENT 3

1. The banners shall be hung on pendant poles only and on poles that do not carry traffic signal equipment.
2. The banners shall be hung a minimum of 14 feet above the roadways and 12 feet above pedestrian walkways with a maximum of two (2) banners per pole to be used.
3. The banners should not exceed the dimensions shown with application and shall not exceed the maximum dimensions (30" x 60").
4. The applicant shall remove any banner within 48 hours, when so ordered by the Acting Chief of the Bureau of Traffic Services.
5. This application request covers only District owned Streetlights there may be Park Service streetlights and privately owned lights in the application area.
6. Applicant shall not remove any existing banners installed by other organizations.

Banner Permit Conditions

Banner and Decorative Lighting Permit Conditions Exhibit

1. A public space permit is required to install banners and decorative lighting in public space.
2. The applicant must secure a public space electrical permit, if electrical service is required. All electrical work must comply with all applicable provisions of the current DC and National Electrical Codes. The applicant must also secure an agreement with the electrical power supplier for energy usage prior to application.
3. The banner shall be hung on streetlight poles only and on poles that do not carry traffic signal equipment. Also, banners shall not be hung on composite (fiberglass) poles, if in application area.
4. The applicant shall inspect the pole, if unsafe conditions are found or if it is apparent that rust has migrated into the T-base, the applicant shall not use the pole to hang banners and report such finding(s) to the Bureau of Traffic Services.
5. The banner shall be hung a minimum of 14 feet above the roadways and 12 feet above the pedestrian walkways with a maximum of two (2) banners per pole to be used.
6. The banner should not exceed the dimensions shown with the application and shall not exceed the maximum dimensions (30' x 60").
7. The applicant shall remove any banner and mounting hardware within 48 hours, when so ordered by the Chief of the Bureau of Traffic Services.
8. This application request covers only District owned Streetlights, The applicant is advised that there may be United States Park Service streetlight poles and privately owned light poles in the application area.
9. Applicant shall not remove any existing banners that were installed by others organizations nor hang banners where any addition of a banner will exceed the maximum number of two (2) banners per pole.

You will also need to have when applying for permit:

- A site plan showing which poles you would like to use
- Description of mounting hardware to be used
- A sketch/picture showing dimensions of banner size and wording that will be used
- A Specified electrical connection/disconnection plan.



BANNERS AND SEASONAL DISPLAYS

I want to: Install a banner or seasonal display on a District Department of Transportation (DDOT) street light pole.

Do I need a permit? Yes, any attachment to a DDOT fixture requires a permit.

Are there banner content restrictions or other requirements? Yes, see the following based on 24 DCMR 107.8, 12 DCMR 3107.6.7.2, 12 DCMR 3107.7.1.3 or DDOT Policy:

1. The primary message on the banner may not promote or advertise a specific business, product or service. Direct calls to action are prohibited.
2. The banner theme should focus on neighborhood or community related messages or events as much as possible.
3. Sponsor logos may not be included due to restrictions placed on federal funded streets. Please call the Public Space Permit Office at 202-535-2982 for clarification.
4. Permits for banners may only have an effective duration of 60 days unless the affected Advisory Neighborhood Commission consents to a longer duration but in no case will a permit to hang a banner exceed 180 days.

Where do I go to get this permit? The DDOT Public Space Permit Office at 1100 4th Street, SW, second floor, between the hours of 8:30 am and 4:15 pm weekdays, except Thursday when hours are 9:30 am to 4:30 pm. DDOT electronic permit kiosks are also available to simplify the permit application process. These kiosks are located at the Permit Office as well at all seven Metropolitan Police Department District Stations or you may enter your application information, upload supporting documents and submit your application online from your home or office computer at <https://tops.ddot.dc.gov>.

What do I need when I apply for this permit?

1. Register yourself as a user on the DDOT Transportation Online Permit System (TOPS) at any of the DDOT electronic permit kiosks or online at <https://tops.ddot.dc.gov>
2. Supporting documentation (described below) in a PDF or TIFF electronic format may be uploaded from your home or office computer during the online application process (<https://tops.ddot.dc.gov>) or paper copies may be submitted in person at the permit office.
3. **Flag banner or seasonal display on a street light pole:**
 - a. Specifications for brackets or attachments to be used to attach the banner or seasonal display and Décor rigger information if applicable (a catalogue photo is helpful);
 - c. A picture or drawing of the banner or seasonal display;
 - d. Dimensions of the banner or seasonal display (banners shall be no larger than 30 inches wide and 60 inches tall);
 - e. A map showing the exact location of the street light poles to be used and a confirmation that poles are safe and not in need of repair. If available, also provide the pole ID number(s).
 - f. Proof of Public Liability Insurance may be required to be submitted with the permit application. Please call the Public Space Permit Office at 202-535-2982 for clarification.
 - g. Maintenance Agreement may be required to be submitted with the permit application. Please call the Public Space Permit Office at 202-535-2982 for clarification.
 - h. If there will be an electrical connection, a copy of the agreement with the electric supplier for energy usage may be required to be submitted with the permit application. Please call the Public Space Permit Office at 202-535-2982 for clarification.

ATTACHMENT 6

4. **Banner or seasonal display crossing the street between two street light poles:**
 - a. Specifications for brackets or attachments to be used to attach the banner or seasonal display and Décor rigger information if applicable (a catalogue photo is helpful);
 - c. A picture or drawing of the banner or seasonal display;
 - d. Dimensions of the banner or seasonal display;
 - e. Weight of the banner or seasonal display;
 - f. A map showing the exact locations of the street light poles to be used and a confirmation that the poles are safe and not in need of repair. If available, also provide the pole ID number(s).
 - g. Proof of Public Liability Insurance may be required to be submitted with the permit application. Please call the Public Space Permit Office at 202-535-2982 for clarification.
 - h. Maintenance Agreement may be required to be submitted with the permit application. Please call the Public Space Permit Office at 202-535-2982 for clarification.
 - i. If there will be an electrical connection, a copy of the agreement with the electric supplier for energy usage may be required to be submitted with the permit application. Please call the Public Space Permit Office at 202-535-2982 for clarification.
5. All applicants must secure a separate public space permit to occupy public space during the installation of the banner, ornaments or lights, and a Traffic Control Plan must be presented if any part of the right away will be occupied by a Man-Lift, or any other type of equipment.
6. If there is to be an electrical attachment, a DC licensed electrician must apply for and obtain a DDOT electrical permit prior to making any electrical connection. All electrical work must comply with all applicable provisions of the current DC and National Electrical Codes.

How much will this permit cost? The permit will cost \$50.00 per street light pole. Checks or money orders should be made payable to “**DC Treasurer.**” Discover, MasterCard, and Visa accepted.

How long will the application take to process? If this is a permit renewal and you are changing no aspects of the proposal, it can be processed the same day. If this is a first time banner or seasonal display, the permit application review process will take from 2 to 4 weeks. You may check your application status at <https://tops.ddot.dc.gov>.

What if I need more information? Please call the Public Space Permit Office at 202-442-4670.