



Request for Proposal

Greenway Signage

Issued: June 27, 2025

Proposals Due: 3pm on July 11, 2025

Description

The Town of Rolesville is seeking proposals from established vendors who have been in the business of sign fabrication and installation services.

Background

The Town seeks information regarding the fabrication and installation of greenway rules signs:

- **Greenway Rules Signs – 25**

These signs need to match existing signage. Specifications are attached. **Please note that these new rules signs will not include a map, just the text of the rules in the main body of the sign.** There will be approximately 10 unique signs for the various greenways throughout Town.

Scope of Services

- Park Rules Sign – Design, Fabrication and Installation
 1. Sign/blades & posts
 2. Installation cost
- Other Requirements
 1. Vendor must certify that all employees of the vendor who work in Town buildings have passed a background check and maintain a clean criminal record.
 2. Any damage caused by the vendor or employees will be repaired by the vendor at their expense.
 3. Vendor is expected to comply with federal, state, and local laws and regulations.
 4. Vendor is expected to follow best practices to maintain confidentiality between vendor and client.

Proposal

Proposals should be filled out using the form below and submitted by the due date. Responses should be complete and unequivocal.

Timeline & Submission

Date of advertisement:	June 27, 2025
Proposal due date:	3pm on July 11, 2025
Estimated contract award:	July 18, 2025

Interested vendors should submit a proposal no later than 3pm on July 11, 2025. Responses may be submitted by mail or via email to:

Eddie Henderson
Parks Superintendent
Town of Rolesville
PO Box 250
502 Southtown Circle
Rolesville, NC 27571
ehenderson@rolesvillenc.gov

Proposals should be valid for 45 days, and the contractor will begin work immediately after both parties have signed the service agreement.

General Requirements

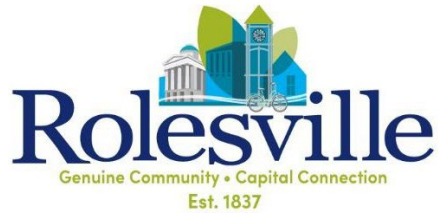
This solicitation and any subsequent contract shall be awarded consistently with and governed by the laws of the State of North Carolina.

Proposals submitted shall not be subject to public inspection until a contract is awarded.

- The Town reserves the right to reject any or all proposals and to waive any informalities as may be permitted by law.
- The Town reserves the right to request oral interviews or request additional information from any or all vendors.
- The Town reserves the right to award a contract based on proposals received without further discussion or negotiation.

All proposals shall be signed by an authorized officer or employee of the submitting organization. The name of the company, contact person, telephone number, fax number, and address shall be included.

The RFP does not commit the Town to award, nor does it commit the Town to pay any cost incurred in the submission of the proposal, or in making necessary studies or designs for the preparation thereof, no procure or contract for service or supplies. Further, no reimbursable cost may be incurred in anticipation of a contract or award.



Greenway Signage

Town of Rolesville
Request for Proposal

Deadline: July 11, 2025

Company Information:

Name: _____

Address: _____

Telephone Number: _____

Website: _____

Qualifications, years in business, staff profile, experience, current full and part-time employees, etc.

Authorized Contact Information:

Name: _____

Title: _____

Email Address: _____

Telephone Number: _____

Item	Quote	Notes
Greenway Signage Total for 25 signs	_____	_____
Cost for 25 rules signs	_____	_____
Installation	_____	_____
Other	_____	_____

Estimated Turnaround Time: _____

Signature: _____

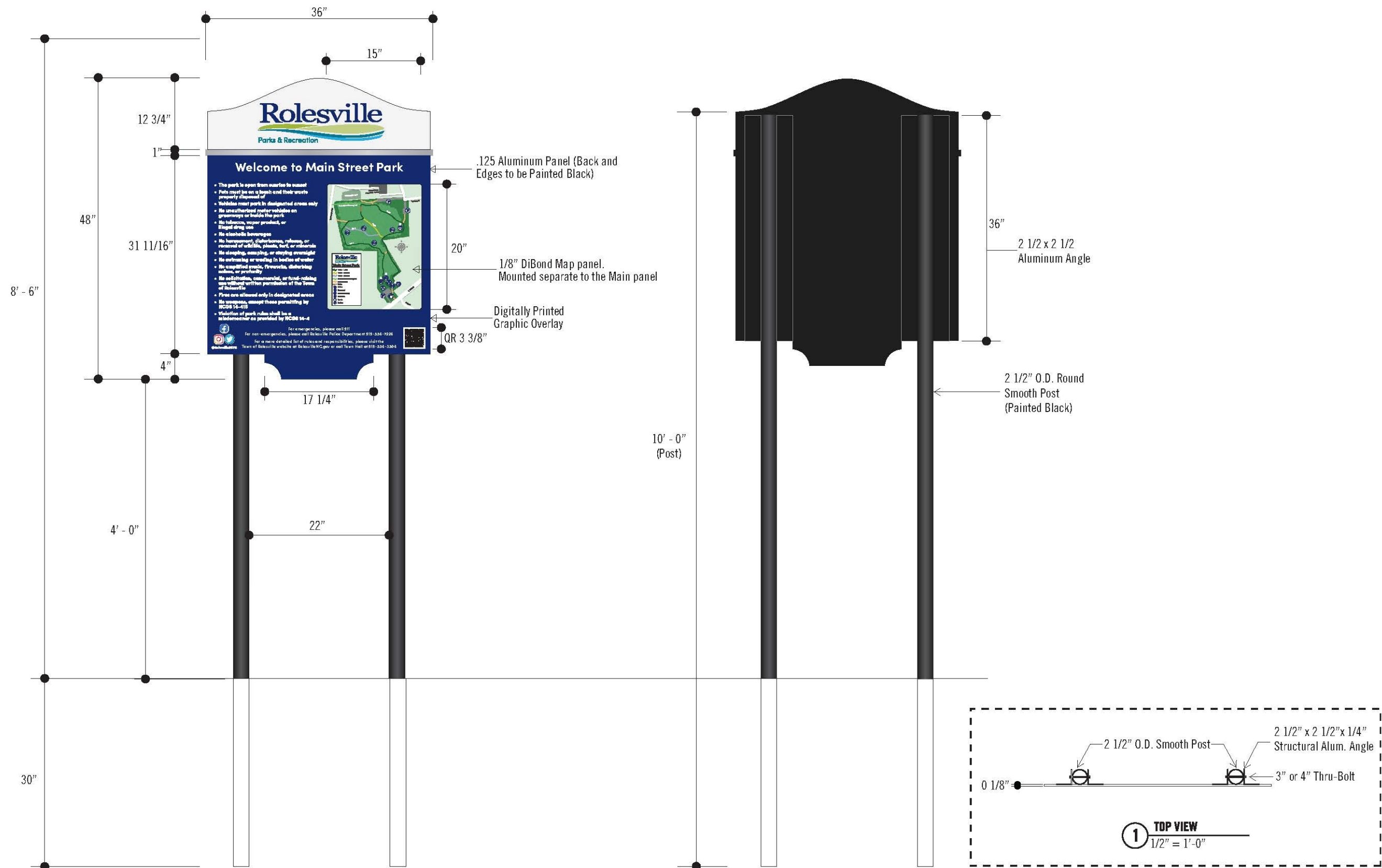
Date: _____

Return to:

Eddie Henderson
Parks Superintendent
Town of Rolesville
Parks and Recreation
502 Southtown Cir.
Rolesville, NC 27571
ehenderson@rolesvillenc.gov

Notice:

The Town reserves the right to select individual vendors for each item based on qualifications and ability to perform the type of work outlined. Vendors need not bid on all items in order to be considered for this proposal



Rolesville


Parks & Recreation

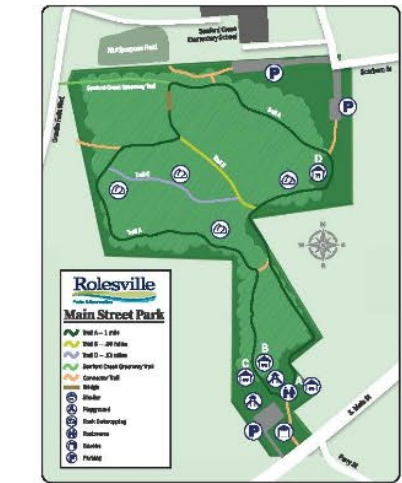
Welcome to Main Street Park

- The park is open from sunrise to sunset
- Pets must be on a leash and their waste properly disposed of
- Vehicles must park in designated areas only
- No unauthorized motor vehicles on greenways or inside the park
- No tobacco, vapor product, or illegal drug use
- No alcoholic beverages
- No harassment, disturbance, release, or removal of wildlife, plants, turf, or minerals
- No sleeping, camping, or staying overnight
- No swimming or wading in bodies of water
- No amplified music, fireworks, disturbing noises, or profanity
- No solicitation, commercial, or fund-raising use without written permission of the Town of Rolesville
- Fires are allowed only in designated areas
- No weapons, except those permitting by NCGS 14-415
- Violation of park rules shall be a misdemeanor as provided by NCGS 14-4



For emergencies, please call 911
For non-emergencies, please call Rolesville Police Department 919-556-7226
For a more detailed list of rules and responsibilities, please visit the Town of Rolesville website at RolesvilleNC.gov or call Town Hall at 919-556-3506





1/8" DiBond Map panel.
Mounted separate to the Main panel

Rolesville

Parks & Recreation

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Digitally Printed Graphic Overlay