

**MASTER AGREEMENT #122325****CATEGORY: Permanent, Fixed-Message Signage with Related Products and Services****SUPPLIER: Orbus LLC**

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Orbus LLC, 9033 Murphy Road, Woodridge, IL 60517 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

**Article 1:
General Terms**

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on February 20, 2030, unless it is cancelled or extended as defined in this Agreement.
- a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
- b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.
- 6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in RFP #122325 to Participating Entities. In Scope solutions include:
- a. Public Spaces, Parks and Trails- Signage designed to guide, inform, and educate visitors about the space such as:
- i. Park and trail recreational signage;
 - ii. Monument signs; and,
 - iii. Community welcome marquees.
- b. Building and Facility Signage- Signage used for identification and directional purposes within and outside a building such as:
- i. Wayfinding and informational;
 - ii. ADA-compliant signage (braille and tactile lettering); and,
 - iii. Fire safety and emergency evacuation.
- c. Regulatory and Safety Signage- Signage intended to ensure safety and compliance in a public space or on a roadway such as:
- i. Warning and hazard;
 - ii. Stationary traffic and pedestrian safety systems; and,
 - iii. Mile-markers, speed-limit, civic and rural address and street signage.
- 8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.
- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.
- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.
- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities. Participating Entities may

request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.

12) **Open Market.** Supplier's open market pricing process is included within its Proposal.

13) Supplier Representations:

i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.

ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.

iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.

14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcwell if it enters a bankruptcy proceeding at any time during the term of this Agreement.

15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time during the term of this Agreement.

16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to "federal" should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.

i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935,

3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.

iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit

organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

- x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.
- xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.
- xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
- xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.
- xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.
- xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.
- xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.
- xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

Article 2: Sourcewell and Supplier Obligations

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

- 1) **Authorized Sellers.** Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.
- 2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
 - Identify the applicable Sourcewell Agreement number;
 - Clearly specify the requested change;
 - Provide sufficient detail to justify the requested change;
 - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
 - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

- 3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
 - Maintenance and management of this Agreement;
 - Timely response to all Sourcewell and Participating Entity inquiries; and
 - Participation in reviews with Sourcewell.

Sourcewell's Authorized Representative is its Chief Procurement Officer.

- 4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.
- 5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.
- 6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Sourcewell Participating Entity Account Number;
- Transaction Description;
- Transaction Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Transaction was invoiced/sale was recognized as revenue by Supplier.

If collected by Supplier, the Report may include the following fields as available:

- Participating Entity Contact Name;
 - Participating Entity Contact Email Address;
 - Participating Entity Contact Telephone Number;
- 7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.
 - 8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.
 - 9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations

defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.

- 10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.
- 11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.
- 12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.
- 13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.
- 14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.
- 16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.
- 17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included

Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

- 18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.
- 19) **Grant of License.**
- a) **During the term of this Agreement:**
 - i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.
 - ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.
 - b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.
 - c) **Use; Quality Control.**
 - i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.
 - ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.
 - d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.
- 20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in

court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.

- 21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.
- 22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:
- a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
 - \$1,500,000 each occurrence Bodily Injury and Property Damage
 - \$1,500,000 Personal and Advertising Injury
 - \$2,000,000 aggregate for products liability-completed operations
 - \$2,000,000 general aggregate
 - b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.
 - c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.
 - d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its

subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

- e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.
- 23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.
- 24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

Article 3: Supplier Obligations to Participating Entities

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.
- 2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.
- 3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.
- 4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

- 5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier’s standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity’s unique Sourcewell account number.

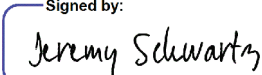
- 6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.


- 7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.

- 8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

Sourcewell

Orbus LLC

Signed by:

 C0FD2A139D06489...
 By: _____
 Jeremy Schwartz
 Title: Chief Procurement Officer
 Date: 2/18/2026 | 8:48 AM CST

DocuSigned by:

 27F9C59E36A1406...
 By: _____
 Natalie Whited
 Title: Enterprise VP of Marketing
 Date: 2/18/2026 | 12:01 AM CST

RFP 122325 - Permanent, Fixed-Message Signage with Related Products and Services

Vendor Details

Company Name: Orbus LLC

Does your company conduct business under any other name? If yes, please state: Orbus Holdco, LLC, Orbus Visual Communications Group, Orbus, Orbus Canada, Nimlok, Nimlok Canada, Fabric Images (Fi), SEG Systems, SEG Services, Creo Industrial Arts

Address: 9033 Murphy Road
Woodridge, Illinois 60517

Contact: Karen Volner

Email: KAREN.VOLNER@ORBUS.COM

Phone: 612-239-5943

Fax: 630-226-1133

HST#: 26-3847161

Submission Details

Created On: Tuesday November 04, 2025 08:25:43

Submitted On: Monday December 22, 2025 17:24:00

Submitted By: Karen Volner

Email: KAREN.VOLNER@ORBUS.COM

Transaction #: 886ee980-b275-4f5b-9ec2-ccc9a367dc8e

Submitter's IP Address: 147.243.229.231

Specifications

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer’s corporate organization affiliation.

Line Item	Question	Response *
1	Provide the legal name of the Proposer authorized to submit this Proposal.	Orbus LLC
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	YES
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	<p>Orbus Holdco, LLC, Orbus Visual Communications Group, Orbus, Orbus Canada, Nimlok, Nimlok Canada, Fabric Images (Fi), SEG Systems, SEG Services, Creo Industrial Arts</p> <p>Our specific response includes several brands under the Orbus Visual Communications Group (legal name Orbus LLC) https://www.orbusvisualcommunicationsgroup.com/brands including: Creo Industrial Arts SEG Systems Fabric Images</p> <p>Orbus® Visual Communications Group (legal name Orbus LLC) is a house of brands; each brand under the group umbrella provides impactful visual solutions for Exhibits, Retail or Interiors. Our submittal includes Creo Industrial Arts, Fabric Images and SEG Systems. Our all-inclusive response is crafted to provide a single-source resource for Sourcewell members looking to fulfill their total signage needs. Each brand listed comprises most of the selected products listed in the three primary signage categories named in the RFP: Public Spaces - Parks and Trails Signage, Building and Facility Signage and Regulatory and Safety Signage.</p> <p>Each brand has manufacturing capability to produce its own unique signage products that fall into the signage types named:</p> <ul style="list-style-type: none"> • CREO Industrial Arts manufacturers custom Public Spaces and Building/Facility Signage • SEG Systems – Building and Facility Signage and Regulatory Signage Solutions • Fabric Images – Building and Facility Signage as well as niche custom Regulatory/Safety Signage <p>To deliver the most comprehensive and complete set of signage solutions we generated a response respective of each brand named in this all-encompassing Orbus Visual Communications Group submittal.</p> <p>EASY READ GUIDE We provided a single answer in response when a detailed response was applicable for all Orbus Group brands; Creo Industrial Arts, Fabric Images and SEG Systems. Again, for simplicity, we drafted a single generic response when our reply was appropriate for all group brands.</p> <p>If a single generic/general group response did not sufficiently provide enough detail, we listed a specific answer per brand. Our intent in doing this is to provide as much information as possible per brand in answer to the questions posed. We provided this level of detail for your response analysis and for member clarity.</p> <p>As you scroll through our submittal you will find a mix of responses. Expect to find a single statement when the details are applicable for all brands or a line listing when details for clarity are beneficial by brand. Likewise, supporting document attachments are included by brand to supplement our verbal responses.</p>

4	Provide your CAGE code or Unique Entity Identifier (SAM):	<p>UEI: FLEVCL9P2QM4; Cage Code: 9X5L2 - Orbus UEI: V4CJH22YNBA4; Cage Code: 6HG12 - CREO Industrial Arts -</p> <p>The below information may also be helpful as it includes the EIN numbers for the brands in the response, inclusive of:</p> <ul style="list-style-type: none"> • Orbus LLC - 36-4416540 • SEG Systems LLC - 47-13307360 • CREO Industrial Arts, LLC - 74-3158031
5	Provide your NAICS code applicable to Solutions proposed.	<p>FI, Orbus & SEG and CREO NAICS Code 238990-42 Description (8-Digit). Sign contractors are professionals who specialize in the design, fabrication, installation, and maintenance of signs.</p> <p>Creo Industrial Arts 337212 - Custom Architectural Woodwork and Millwork Manufacturing 339950 - Sign Manufacturing 339999 - All Other Miscellaneous Manufacturing 712110 - Museums</p> <p>FI, SEG Systems & CREO 541430 - Graphic Design Services These services can include the design of printed materials, packaging, advertising, signage systems, and corporate identification (logos). This industry also includes commercial artists engaged exclusively in generating drawings and illustrations requiring technical accuracy or interpretative skills.</p>
6	Proposer Physical Address:	<p>Orbus LLC (Group Headquarters) 9033 Murphy Road Woodridge, IL 60517</p>
7	Proposer website address (or addresses):	<p>https://www.creoindustrialarts.com/ - CREO Industrial Arts https://www.creoexhibits.com/ - CREO Exhibits https://www.segsystems.com/ - SEG Systems https://www.fabricimages.com/ - Fabric Images</p> <p>Group Entity: https://www.orbusvisualcommunicationsgroup.com/</p>
8	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer):	<p>Natalie Whited Enterprise VP of Marketing 9033 Murphy Road Woodridge, IL 60517 natalie@orbus.com 630-755-7360</p>
9	Proposer's primary contact for this proposal (name, title, address, email address & phone):	<p>Karen Volner (Contract Administrator) Director-Strategic Channels 9033 Murphy Road Woodridge, IL 60517 Karen.Volner@Orbus.com 612-239-5943</p>
10	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	<p>Jeff Braaten - President CREO Industrial Arts 8329 216th Street SE Woodinville, WA 98072 jbraaten@creo-ia.com D: 425-374-5901 M: 425-218-3762</p> <p>Joe Mazza-Vice President of Sales Fabric Images/SEG Systems 9033 Murphy Road Woodridge, IL 60517 Joej.mazza@fabricimages.com 513-910-6380</p>

Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)

Line Item	Question	Response *
11	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	<p>Orbus Visual Communications Group History Founded in 2001 in Chicago, Illinois, Orbus began its journey as a display/sign company specializing in visual communications products and solutions for a multitude of environments and applications for use. Through organic growth, mergers and acquisitions, it has become one of the largest visual communications companies in North America. In 2023, Orbus Visual Communications Group formed a house of brands. It has been and continues to be on a path of acquisition to be the leading innovator of impactful visual solutions.</p> <ul style="list-style-type: none"> • 2024: Orbus Visual Communications Group acquired CREO Industrial Arts to

strengthen engineering and custom capabilities and expand opportunities explicitly in A & D and Interiors

- 2023: The company rebranded as Orbus Visual Communications Group to reflect its enterprise position and forms a house of brands
- 2022: Orbus Visual Communications Group acquired SEG Systems and SEG Services to further bolster custom capabilities and opportunities specifically for retailers and brands
- 2021: Gary Keefer joined Orbus as CEO and the Enterprise begins to focus on the 4 cornerstones – People, Proposition, Process & Technology
- 2020: Orbus brought hundreds of PPE products to market and acquired Fabric Images to bolster its leadership position fabric architecture and fabric printing in North America
- 2019: Tenex Capital Management invested, Celebrated 20 Years of ISO certification
- 2018: Continued Growth - Successful Diversion of 90% Waste from Landfill
- 2017: Doubled Print Capability & expanded Las Vegas facility
- 2016: Added 60+ New Employees (Graphics, CAD, Exhibit Design)
- 2015: Launched Rental Display Program – 200+ Products
- 2014: Relocated to new 355,000 sq. ft. facility in Woodridge, IL
- 2012: Formulate Fabric Structures exhibit & display product line introduced
- 2011: 56,000 SF Added in Las Vegas, Orbus became G7 Certified for Print
- 2010: Orbus merged with Nimlok, 175 Employees, +300,000 SF
- 2007: Sign Pro Systems wayfinding product line launched
- 2006: Recognized as Top 5 Market Leader
- 2005: Orbus Expanded - 60 Employees Strong/100 New Products
- 2002: Merged with Paul Person Graphics and debuted The Exhibitor's Handbook featuring 50 Display and Sign Products
- 2001: Orbus was formed with 2 Employees and 3 Products

Every Orbus Visual Communications Group brand is committed to quality, which is illustrated by our many awards, accolades, and certificates. Our brands strive to the highest levels of quality. Whether through G7 certification, ISO 14001 and ISO 9001:2015 certifications or UL certifications, each of our brands strive to achieve 100% customer satisfaction and deliver on our quality promise. Each year we are accolated as best places to work. No matter the brand or division, our employee base strives for quality in everything we do, every time. Several of our facilities participate in the UPS Carbon Offset program furthering our commitment to our environmental stewardship.

CREO Industrial Arts History

Founded in 1984 in Seattle, Washington, CREO Industrial Arts began as a design/build sign company specializing in wayfinding and identification systems for corporate campuses in the emerging technology corridor of the Greater Seattle area.

In the late 1980's, the principals recognized a need for sophisticated detailing, engineering, consulting, project Management, and manufacturing resource for the more creative, custom, and comprehensive environmental graphic design projects. In response to this need, CREO re-invented itself with a greater emphasis on technical construction detailing and added multi-media fabrication capabilities including custom metal fabrication and electrical expertise. The company also developed a dedicated team of project managers to focus exclusively on client interactions and oversee all aspects of the project including schedule management, approval processes, subcontractor coordination, and permitting. By the early 1990's, CREO had established itself as a leading source for the implementation of comprehensive environmental graphic systems throughout the Western U.S. The company's focus shifted from business parks to retail and mixed-use environments, corporate and institutional spaces, resorts and hotels, and public venues (i.e., parks, museums and sports facilities).

OUR APPROACH

There's so much more to producing and implementing architectural signage and environmental graphics than simply building a sign. From feasibility assessments to value engineering to on-site planning and coordination, an experienced fabricator plays a key role in making a project successful, both aesthetically and financially. At CREO we get involved with every aspect of the project to identify and address any issues or challenges that could jeopardize the success of the project or lead to cost increases. It's our intent to fulfill the vision you have for your project in a cost-effective manner, and with as little hassle as possible.

In addition to our concern for the logistics and economics of the project, CREO shares a desire to produce truly outstanding environmental graphics work. With a unique blend of drafters, fabricators, artisans, and project managers, CREO has a passion for excellence that is unmatched in the industry.

EXPERIENCE

With over 40 years of experience in the environmental graphics industry, CREO Industrial Arts has accumulated significant knowledge and developed expertise across

all relevant disciplines – documentation, project management, fabrication, and installation. Our lead fabricators have over 150 combined years of experience in the industry, and they lead teams of talented craftsmen with expertise across a variety of disciplines. In addition, CRÉO has a dedicated team of project managers who interact with clients, designers, and general contractors daily to keep projects on schedule, on budget, and in line with the expectations of the client.

In addition to the capabilities and expertise we have in house, CRÉO has also established numerous relationships throughout the country with suppliers, sub-contractors, and government agencies that give us the ability to execute our charter efficiently, regardless of the type of project or the location.

Today, CRÉO projects circle the globe. From Hong Kong to Alaska, from Japan to Paradise Island, Bahamas, and in major cities throughout the U.S., CRÉO has provided world class products and services to the professional design community and the built environment.

SEG Systems History

Founded in 2014, SEG Systems was formed to fill a void that existed in the Retail display industry: innovation and service. The company was founded on the premise of saying yes to customer's ideas, no matter how challenging.

SEG Systems has over a decade of experience designing and building custom retail signage, light boxes, fixtures and display solutions for Retailers at scale, supporting mass nationwide rollouts. Metal fabrication, lighting, woodworking and printing are core capabilities. SEG Systems has been on a path of expansion and relocation per its explosive growth. Most recently, it expanded and relocated into a new, 225,000 sq. ft. state-of-the-art manufacturing facility in Huntersville, North Carolina.

Fabric Images History

Fabric Images (Fi) is a pioneer in the manufacturing of printed and non-printed tension fabric architectural structures and solutions. For nearly 30 years Fabric Images has been pushing the limits of what frame and fabric can do with innovations in technology, printing, finishing techniques, materials development and a "nothing is impossible" mindset.

- 2023: Fabric Images introduces new Illuminated Art and Acoustic Décor products under the Fi Interiors Studio
- 2021: Fi introduced three divisions / studios - Fi Interiors, Fi Retail and Fi Live Events; Fi Interiors introduced a full Statement of Line catalog inclusive of Acoustic Décor products
- 2020: Fi became part of Orbus® Visual Communications Group, the largest Visual Communications manufacturer in the USA
- 2019: Fi adopted an HP Stitch printer with new aqueous-based technology
- 2018: Fi introduced Latex printing on rigid materials
- 2016: Fi launches Black Widow, high contrast 16ft dye sublimation printing on textiles.
- 2013: Fi introduced acoustic felt with Hatch acoustic ceiling solution.
- 2011: Fi brought Super wide XL 15ft dye sublimation printing on textiles in-house.
- 2010: Fi U.S. moved into a new 155,000 sq. ft. facility in Elgin, IL.
- 2009: Fi Europe incorporated in Italy
- 2008: Fi integrated new dye-sublimation printers. (3) 10ft wide, (1) 16ft wide
- 2006: Fi introduced in-house powder coating in the U.S.
- 2001: Fi co-developed the world's first 10ft (3.2m) Dye Sublimation printer with NUR Company. Super wide seamless fabric printing is born.
- 2000: Fi adopted Monti Antonio build the world's first 10ft (3.2m) wide Transfer Heat Press for Dye Sublimation.
- 1996: Fi became the first company to offer printing, sewing and metal fabrication all under one roof.
- 1992: Fabric Images (Fi) was founded and incorporated in the state of IL.

12	<p>What are your company's expectations in the event of an award?</p>	<p>We expect that a Sourcewell contract award will expedite our advance in this space and serve as the foundation of our efforts. Our expectations are high, and we are confident that the public sector audience will benefit equally from our engagement with a contract offering and the unique product and service offerings we provide. We have an immense portfolio of signage solutions and products and extensive sign fabrication and printing capabilities.</p> <p>CREO Industrial Arts, SEG Systems and Fabric Images products and solutions will provide new and unique solutions never offered before via a cooperative contract. A contract award will enable public sector entities (Local Government, Education, Non-Profits, Health Care and For Public Good Agencies) to secure competitive below open market pricing without the expense and delays encountered in an independent bid process. This product category is comprised of essential ancillary products found in a very high percentage of new construction and renovation projects. Signage is an essential part of building projects, and we intend to educate and promote to end users, the A & D, and Construction industries a means to streamline the procurement process. Rather than forego or settle for substandard solutions due to the complicated, expensive and lengthy procurement process and price obstacles, our award will offer entities a means to effectively estimate, budget and procure necessary signage products through transparent and better than open market pricing. Our expansive custom fabrication and design solutions will provide never-before creative and effective signage applications.</p>	*
13	<p>Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.</p>	<p>CREO Industrial Arts, SEG Systems, and Fabric Images are privately held, private-equity-owned companies. As such, detailed financial information is considered proprietary and is not shared with the public. Knowing that the contract responses will be posted, we hesitate to include financial statements and documentation in our response. If we can be assured that our financials are redacted in any public posting, we can provide financials to Sourcewell for its internal use only.</p> <ul style="list-style-type: none"> • Privately held, private equity owned business • Backed by a multi-billion-dollar private equity firm – Tenex Capital Management • Over 47 platform company investments with significant add-on acquisitions integrated into most portfolio companies 	*
14	<p>What is your US market share for the Solutions that you are proposing?</p>	<p>Market share data is difficult to gather and validate and for that reason we are submitting estimates based on market research. Some of the data is triangulated and is only an estimate. The signage industry is extremely broad and the vendors within the space are very fractured. The bulk of the signage production and installation is done by smaller, private companies, so industry information/statistics are not readily available, particularly for the high end, custom signage market that CREO Industrial Arts serves.</p> <p>Within that custom space, where projects range from \$50,000 to \$5M and involve very sophisticated, highly custom signage or “environmental graphics” elements, CREO is one of the larger more accomplished firms, and would likely be in the Top 10, if not Top 5 in the country by most measures.</p> <p>The estimated total U.S. market for permanent, printed, and manufactured signage broadly related to what Orbus sells likely ranges between \$8-16 billion annually, depending on how narrowly “permanent signage” is defined. Using these figures, we approximate Orbus Visual Communications Group's share of the broader U.S. signage and visual communications market is approximately 2-4%.</p>	*
15	<p>What is your Canadian market share for the Solutions that you are proposing?</p>	<p>Our estimated market share in Canada is roughly .5-1% of the total signage/manufacturing market.</p> <p>CREO Industrial Arts CREO is actively supporting sales in the Canadian provinces recording millions of dollars in sales in the past five years. We plan to continue to market and support Canadian Sourcewell members going forward with aggressive promotion a Sourcewell contract if awarded.</p> <p>SEG Systems & Fabric Images Expanding our service and sales to Canada is a strong future consideration. The impact of tariffs and international political and economic unrest challenges our ability to aggressively pursue sales in Canada currently. Once these variables are we will revisit expansion into Canadian territories. Our goal is to proactively pursue sales in Canada when we can confidently provide reliable, consistent, and dependable pricing and service rates.</p>	*
16	<p>Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.</p>	<p>None to Report</p>	*

17 How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b).
 a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned?
 b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?

CREO Industrial Arts
 CREO Industrial Arts is best described as both a manufacturer and service provider. CREO is a custom fabricator that has been producing high-end architectural products for over 40 years. CREO executes the visions of the world's finest architects, experiential graphics designers, landscape architects, and exhibit designers, producing extremely high fit and finish custom products for a wide variety of venues. From the smallest, most detailed piece to large, multi-story structures, CREO does it all.

Every project is different, but what they all have in common is the sophistication of the design and the industry's highest standard of quality. CREO has performed projects throughout the U.S. and the globe. Our reputation for craftsmanship and professionalism has led designers to recommend us for projects from Seattle to Shanghai, and our proven project management processes allow us to efficiently manage projects in any geography. Our sales professionals, both internal and external customer-facing, provide clients with projects designed with sophistication and who demand a high level of fit and finish. To achieve those standards, we've built an organization that:

- Consistently develops and delivers innovative fabrication strategies for complex projects
- Executes a sophisticated design engineering process
- Delivers highly detailed construction drawings (We have the best documentation period.)
- Communicates professionally and thoroughly with all project stakeholders
- Honors the relationship with our architect and design partners
- Utilizes innovation and expertise to maintain design integrity
- Fabricates to the highest level of quality

To maintain the high standards we are known for, clients are supported directly through the CREO Sales and Design/Engineering and Support teams. We do not distribute through resellers or dealers/distributors currently due to the custom nature of the products we deliver, and the level of expertise required to deliver optimum product solutions.
<https://www.creoindustrialarts.com/meet-the-team/>

CREO Leadership Team
 President, VP of Sales, Director of Technical Design, Director of Project Management, Senior Production Manager, Installation Manager

CREO Employee Direct Sales Staff
 1- VP Sales
 4- Account Executives
 3 - Sales – Estimators
 13- Project Managers

Direct Salesheadcount – 20 Total

SEG Systems
 SEG Systems is best described as both a manufacturer and service provider. SEG Systems is an innovative, trustworthy and reliable retail display manufacturer that designs and builds a variety of signage solutions in support of client needs. Solutions include custom fixtures, lightboxes, signs and displays, extensive lighting solutions, acrylic solutions and more. Capabilities include metal fabrication, custom millwork and printing. We offer a comprehensive range of services that include design, engineering, prototyping, project management, installation, site surveys and logistics. As a UL-certified manufacturer, we ensure that all products meet the highest safety and quality standards. Our team is dedicated to creating innovative and impactful custom display solutions and signage to elevate brands to enhance customer experiences. Whether you need silicone edge graphics (SEG), custom fixtures, lighting solutions, or sophisticated engineering, SEG Systems stands out as one of the industry's top display manufacturers.

SEG Systems designs, engineers and builds integrated solutions in the support of customer imaging, signage and branding through a seamless and comprehensive service approach. Sourcewell members working with SEG will have a custom metal fabricator, custom lighting company, and custom millwork company all rolled into one. Our custom lightbox manufacturing expertise supports the creation of endless options of frames, lightboxes and signage that enhance a wide array of environments in a multitude of vertical markets. We guarantee the highest level of efficiency, quality and customer satisfaction.

At SEG Systems, we're all about making the impossible possible. We don't just offer SEG graphics, lightboxes, frames, and displays, we offer the ultimate customer experience. SEG Systems is sure to become Sourcewell members' expert retail display and signage supplier.

Fabric Images

Fabric Images is a pioneer in the manufacturing of printed and non-printed tension fabric architectural structures, signage, and solutions. For over 30 years Fabric Images (Fi) has been pushing the limits of what frame and fabric can do with innovations in technology, printing, finishing techniques, material development and a "nothing if impossible" mindset.

Manufacturing through Collaborative Evolution

It can be challenging to define the vision and expectations on custom design solutions, which need to account for the client's brand identity as well as provide the proper aesthetics and functionality. As a starting point, we talk through your vision first, then align on the solution and custom interior fabrication needs, whether that be a custom light box, custom acoustic solutions, unique and custom signage/display, or any other type of custom interior design manufacturing. Our experience in a wide array of vertical markets in the public sector means we know exactly how to bring Sourcewell members' vision to life.

Here's what you can expect from our approach:

Pre-design: We take a deep dive into your space as well as your vision for it.
 Research: Our team of subject matter experts apply a principle called "reality through research" to discover how we can achieve your design intent while staying within your budget. This enables us to choose the ideal materials and finish techniques to build and manufacture customers' dreams and visions into reality.

Engineering/design: This stage is all about fitting your vision into your existing space. We take all the aesthetic and functional considerations under advisement to develop the ultimate plan for your refreshed property.

Our Capabilities Encompass:

- Tension fabric and textile finishing
- Metal engineering and fabrication
- Lighting integration
- Custom acoustic solution development
- Digital printing
- Custom woodworking
- Illuminated Art
- Specialty Signage/Displays

SEG Systems & Fabric Images Direct Sales & Sales Support

- 8- Leadership Team
- 20- Sales Representatives
- 18- Project & Account Management
- 8 -Estimating
- 14-Engineering & Design
- 6-Graphic Operations/IT
- 6-Operations
- 80 Total Sales & Sales Support Staff

Fabric Images incorporates both a direct and indirect sales posture to enhance and expand the level of local site support and service across the continental US.

Fabric Images -

Indirect Sales Force – Fabric Images

- 2-Sales Leaders
- 2-Sales Representatives
- 1-Project Manager
- 1-Designer
- 1-Estimator
- 1-Engineer

8- Indirect Salesforce Total

Fabric Images – Authorized Dealers:

Accents by Davis, Sixteen5Hundred, KR Office Interiors, Architectural Integrated Material, Kentwood Office Furniture

MLRs (Multi-line Rep Groups):

Tim O'Neil and Associates, Mark Riley and Associates, JSA Design Resource Group

18	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	<ol style="list-style-type: none"> 1. CREO Industrial Arts holds WABO Welder Certification, which binds us to uniformity in structural welding qualifications and testing procedures for the state of Washington. Although voluntary, this program provides a means of documenting welding and testing qualifications and competency in structural welding for projects in all regions of the US. 2. CREO is a UL certified facility, authorized to build or repair electrical signage and related electrified/illuminated elements. UL certification is a standard requirement and requires strict safety and performance standards, with regular audits to ensure quality and compliance for safe use. Our shop uses specific UL marks, follows rigorous training, and provides assurance that products are built to recognize safety benchmarks, vital for applications in hazardous or demanding environments. 3. CREO is a licensed Electrical Contractor in the state of Washington: License #ECCREOHA9022E. This license allows us to perform work on electrical elements or oversee/direct electrical work being performed for CREO by subcontractors. 4. CREO is a licensed contractor in multiple states in the US. In instances in which we are not licensed in a state, but a license is required to perform labor within the state, CREO partners with subcontractors who are licensed in that state. Typically, these subcontractors are performing installation services of elements manufactured by CREO. 5. SEG Systems/Fabric Images carry two UL Listed Certifications – UL 48 Standard for Electric Signs and 962 – Household and Commercial Furnishings (See Certificate in Attachments) 6. SEG Systems/Fabric Images carry G7 Master Print Certification – which requires the highest standards in print quality, color, and consistency 	*
19	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcwell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	None to report for all brands included in this response.	*
20	Describe any relevant industry awards or recognition that your company has received in the past five years.	<p>CREO Industrial Arts</p> <ul style="list-style-type: none"> • 2025: Office Interior of the Year Award from NAIOP Washington State for Brooks Running • 2025: David Douglas Washington State History Award for Moses Lake Museum & Art Center • 2025: Core77 Design Award for work done on the Microsoft campus in Redmond, WA • 2024: Exhibit Excellence Award by American Zoological Association for Asia Habitat • 2022: Exhibit Award by Interior Design for Bob Dylan Center • 2020: Best New Museum / Attraction US News & World Report • 2020: Grand Award from the International Association for Universal Design (IAUD) for US Olympic and Paralympic Museum <p>https://www.creoindustrialarts.com/awards-and-recognition/</p> <p>Fabric Images</p> <ul style="list-style-type: none"> • 2022: ATA International Achievement Award (2) Award of Excellence in Commercial Interiors & Award of Excellence in Interior Display • 2018: IFAI Int'l Achievement Award of Excellence in Fabric Art • 2018: IFAI Int'l Achievement Award of Excellence in Fabric Graphics • 2017: IFAI Int'l Achievement Award of Excellence & Best in Category in Commercial Interiors • 2017: IFAI Int'l Achievement Award of Excellence in Commercial Interiors • 2016: IFAI Award of Excellence – Commercial Interiors & Interior Displays <p>https://www.fabricimages.com/about-us/recognition</p> <p>SEG Systems</p> <ul style="list-style-type: none"> • 2025: Shop! Design Award for the Category of Department within a Store • 2024: Charlotte Business Journal's Fast 50 Award Winner • 2023: Retail Tech: Top Merchandising Solution Provider • 2023: Best Frames & Fabric Lightboxes Manufacturer 2023 for the 2023 Global Excellence Award, which is Merit Based 	*
21	What percentage of your sales are to the governmental sector in the past three years?	<p>CREO</p> <p>Government sales comprised approximately 34% of total annual revenue.</p> <p>Fabric Images & SEG Systems</p> <p>Sales for Fabric Images (Fi) and SEG Systems account for approximately 2-3% of their overall sales in the signage category to the government sector.</p>	*
22	What percentage of your sales are to the education sector in the past three years?	<p>CREO</p> <p>Sales in the Education Sector totaled approximately 4.6% of total annual revenue.</p> <p>Fabric Images & SEG Systems</p> <p>Approximately 6% of total sales were generated in the education sector over the past three years.</p>	*

23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	<p>CREO Creo does not hold any State or cooperative purchasing agreements at this time.</p> <p>Fabric Images & SEG Systems Fabric Images was successful in securing a TIPS (The Interlocal Purchasing System – a national cooperative purchasing program for public entities such as schools, government, non-profits) award in the summer 2025. Quotes and orders exceeding \$125,000 have been generated post contract award.</p> <p>SEG Systems does not hold any state or cooperative purchasing agreements at this time.</p>
24	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	<p>CREO Industrial Arts CREO does not directly hold any GSA contracts so there is no volume to report for General Service Administrative contract revenue. We participated in support capacities for the IDIQ State Contracts named below. We are not privy to the project totals for those listed but have identified the support level we played in each.</p> <p>IDIQ State Contracts – Standing State Contract: National Park Service Exhibit Fabrication IDIQ (prime) US Fish & Wildlife Service Exhibit Design/Build IDIQ (fabrication subcontractor) Washington State Parks Exhibit Fabrication IDIQ (prime) Oregon State Parks Exhibit Design/Build IDIQ (prime) New Mexico State Parks Exhibit Design/Build IDIQ (fabrication subcontractor)</p> <p>Orbus LLC does not hold any GSA contracts, however the TIPS contract, newly awarded in 2025, does support EDGAR RULE in consideration of federal government funded projects. There are no sales to report for 2025</p>

Table 2B: References/Testimonials

Line Item 25. Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *
Snohomish County (CREO)	Carol Ohlfs	425-388-6609
WA State Parks and Recreation Commission (CREO)	Sam Wotipka	(360) 902-8665
Town of Vail Watershed Specialist / Environmental Sustainability Department (CREO)	Peter Wadden	970-479-2144
Image One (SEG Systems) Alaska Channel (SEG Systems)	A.J. Rocchio Katie Caswell	(215) 826-0880 (907) 777-7778
Gehrke Construction (Fi) Durst Image Technology US, LLC	Grace Gehrke Becky McConnell	815-895-9116 708-305-9606

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company’s capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
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26	Sales force.	<p>The employee staff members named below are assigned sales responsibilities for the United States and Canada. There are no specific assignments to a particular market. We find that shared responsibilities across all staffing resources ensure best coverage and support.</p> <p>Creo Industrial Arts leverages a direct salesforce to support and enhance the level of local site support and service across the US and Canada. All sales force employees and support staff are direct CREO employees, all based in Seattle, Washington.</p> <p>CREO Industrial Arts Sales & Support Staff</p> <ul style="list-style-type: none"> (5) Account Executives (3) Estimators (11) Technical Designers (40) Fabricators/Painters (3) Shipping/Craters (5) Site Supervisors (12) Project Managers <p>(79) Total Headcount</p> <p>Fabric Images leverages both a direct and indirect salesforce to support and enhance the level of local site support and service across the US and Canada. SEG Systems leverages a direct salesforce to support and enhance the level of local site support and service across the US. For both Fabric Images and SEG Systems, all direct salesforce employees and support staff are direct employees, primarily based in Charlotte, North Carolina.</p> <p>Direct Sales Force – Fabric Images/SEG System Employees</p> <ul style="list-style-type: none"> (3) Sales Leaders (12) Sales Representatives (6) Designers (5) Estimators (6) Engineers (7) Project Managers (39) Direct Salesforce Total <p>Indirect Sales Force – Fabric Images</p> <ul style="list-style-type: none"> (2) Sales Leaders (2) Sales Representatives (1) Project Manager (1) Designer (1) Estimator (1) Engineer (8) Indirect Salesforce Total <p>Fabric Images – Authorized Dealers: Accents by Davis, Sixteen5Hundred, KR Office Interiors, Architectural Integrated Material, Kentwood Office Furniture</p> <p>MLRs (Multiline Rep Groups): Tim O’Neil and Associates, Mark Riley and Associates, JSA Design Resource Group</p>
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<p>27</p>	<p>Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.</p>	<p>Fabric Images – Authorized Dealers:</p> <ul style="list-style-type: none"> • Accents by Davis – Mid-Central US • Sixteen5Hundred – California • KR Office Interiors – US Central • Architectural Integrated Material • Kentwood Office Furniture – US Central <p>Fabric Images Authorized Dealers and aligned MLR (Multiline Rep Groups) are managed by our employed Channel Account Mangers. The CAM’s train, team sell and audit quotes and order processing to ensure that compliance to cooperative agreements is upheld. Office Furniture Dealers act as intermediaries between manufacturers and end-buyers/consumers. They provide resources and workforce in pursuit of sales of goods and services. Dealers typically oversee a regional territory that is near their office and staff. Dealers interact with end users and influencers (*A&D and the Construction Community) for the promotion of Fabric Images product and services. Furniture Dealers have non-exclusive territories that enable coverage over a wide range of vertical markets that exist at the local level (Government, Education, Health Care, etc.). Fabric Images authorized dealers are aligned by means of a formal Dealer Agreement to ensure compliance to the terms of agreements and contracts held by Fabric Images.</p> <p>MLRs (Multiline Rep Groups): Tim O’Neil and Associates, Mark Riley and Associates, JSA Design Resource Group</p> <p>MLR Groups (Multiline Rep Groups) also oversee a regional territory that encompasses a geography near their offices and staff. Territories can encompass county, city or state footprints. They function much in the same way as the Channel Account Managers (Fi Employees) to oversee the sales activities of furniture dealers in their market. They educate, train, network and support the sales efforts of the local dealers they work with. MLR Group territories are exclusive in nature thus eliminating any conflict and confusion in the marketplace.</p>
<p>28</p>	<p>Service force.</p>	<p>CREO Employee Service Providers – Direct Employees of CREO</p> <ul style="list-style-type: none"> 3 Estimators 11 Technical Designers 12 Project Managers 4 Site Supervisors 30 Total Headcount <p>Fabric Images & SEG Service Providers – Direct Employees</p> <ul style="list-style-type: none"> 1 Customer Service Specialist 7 Project Managers 4 Account Managers 5 Estimators 6 Designers 6 Engineers 2 Shipping/Receiving Coordinators 31 Total Headcount <p>*Service Force Includes: Customer Service, Designers, Engineers, Project Managers, Quote Team.</p> <p>Headcount totals do not include production, logistics, administrative personnel, accounting staff, IT or Human Resources.</p>

<p>29</p>	<p>Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.</p>	<p>Orbus Group (CREO, Fabric Images, SEG Systems) Ordering Processes Processes for order processing remain consistent across all brands included in this response largely because of the high percentage of customization required for orders.</p> <p>Upon receipt of an incoming inquiry, a Sales Representative is immediately assigned. Response time to an initial request is typically less than 24-48 hours. The scope of work desired, and the service and delivery data are gathered via phone or email query with the customer. Meetings are scheduled as necessary to discover and collect needs, requirements and details. Once all details are verified and agreed upon, an estimate is formulated.</p> <p>The Sales Representative collaborates with the estimating team to define Pricing for not only the product but any other services that might be required i.e. Design, Engineering, Site surveys, and Installation.</p> <p>Once the proposal is agreed upon and deposit received (if applicable), the order is assigned to a Project Manager (PM).</p> <p>If Design and Engineering is required, the PM ensures those components are completed for presentation to the customer in a timely manner.</p> <p>Customer approval and sign-off is required prior to any work or materials being produced. Once customer approval is received, the signed-off materials are then purchased, and the PM pushes the project into production. The order is monitored regularly throughout production to ensure delivery deadlines are met.</p> <p>The final product(s) are thoroughly inspected and reviewed by quality control. All components are tested prior to release or delivery to the customer.</p> <p>If shipping is to be facilitated, the PM will coordinate detailed site and delivery instructions with the customer. As required, installation details are included.</p> <p>Support and guidance are available to assist the client with the inspection and receipt of goods at delivery time. If necessary, a Site Supervisor will be assigned to oversee the installation process and act as the onsite representative for CREO/Fi/SEG Systems.</p> <p>Customer service, project managers and production staff support the client before, during and AFTER the sale.</p> <p>All Customer Service order inquiries are assigned to a Project Manager. The PM will follow the service claim with the client until satisfaction is achieved. The Service scope of work required for the claim will follow all the same processes for production and QC processes outlined above.</p>	<p>*</p>
<p>30</p>	<p>Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.</p>	<p>Customer Service support to our customers is comprised of providing information relative to our products and services – those elements that fall outside the functions of our sales and service team.</p> <p>Assistance is provided to help customers track orders, provide order acknowledgement details, inform clients of any unforeseen order delays, secure finish samples and provide literature and product specifications as needed. Our service guarantees a response time of 24-48 hours.</p> <p>We pride ourselves in providing human interaction to assist customers with their questions and concerns.</p> <p>Our direct sales model allows for maximum quality control of the products we manufacture and the services we use to support sales. Periodic incentive promotions are offered to our employees to recognize stellar performance and to engage in proactive outbound communications.</p>	<p>*</p>

<p>31</p>	<p>Describe your process for reviewing and adhering to state and local regulations related to the solution(s) you are proposing.</p>	<p>Processes for review and adherence to State and Local regulations are the same across all brands named in our response. Typically, the project manager, architect and/or engineer/designer will have reviewed and addressed regulations and codes as part of creating the project requirements specifications and documentation. This conveys clear direction for the engineering, production and installation requirements to be met during our work.</p> <p>In instances where the responsibility to identify and meet specific regulations and codes is placed on the fabricator, our specialists will perform accurate surveys and procure the appropriate permits to ensure signage is in full compliance.</p> <p>Orbus Visual Communications Group holds licenses in several states and municipalities and understands the importance of these requirements. At times, we will consult with local architects and professional engineers for guidance. We are also familiar with the use of fee-based code compliance agents / services that are available for select jurisdictions to review plans, drawings and specifications for compliance. The assigned Project Manager is responsible for the inclusion of any requirements during our engineering and production phases, and our assigned Site Superintendent ensures compliance during installation.</p>
<p>32</p>	<p>Describe your ability and willingness to provide your products and services to Sourcwell participating entities.</p>	<p>Orbus Visual Communications Group brands - CREO, Fabric Images and SEG Systems - have proven capability and strong commitment to provide products, solutions and services to all Sourcwell participating entities nationwide. Our Group is structured to support public-sector customers of varying sizes and needs, with the operational capacity, staffing, and infrastructure required to deliver consistent, high-quality solutions across multiple jurisdictions.</p> <p>We are experienced in working with cooperative purchasing organizations and understand the compliance, transparency, and accountability standards required by public agencies. Our products and services are scalable and customizable, allowing us to meet the unique requirements of individual Sourcwell members while maintaining standardized processes that ensure efficiency, reliability, and cost effectiveness.</p> <p>We subscribe to Construct Connect, a market intelligence platform that enables early identification of public-sector construction and renovation opportunities. This service allows us to target opportunities using multiple criteria, including design team, owner, end user, architect or design firm, and general contractor, among others.</p> <p>Through this capability, we are able to identify Sourcwell member construction and renovation projects at the early planning and development stages. Our objective is to proactively promote our Sourcwell-awarded contract to targeted members and present the benefits of this streamlined procurement option, including the efficiencies and cost advantages associated with cooperative purchasing.</p> <p>Our approach to contract-based procurement is most effective when engaged during the planning and pre-planning phases of a project, prior to the formal bidding process. Early engagement allows participating entities to fully leverage the value of cooperative purchasing and accelerate project timelines.</p> <p>In cases where identified prospects are not current Sourcwell members, it is our intention to introduce them to our Sourcwell-awarded contract and encourage membership, enabling them to take advantage of the cost savings and procurement efficiencies available to Sourcwell participants.</p> <p>We maintain established supply chains, qualified installation and service partners, and dedicated customer support resources to ensure timely delivery, responsive service, and ongoing support throughout the life of each project. We are fully willing to honor Sourcwell contract pricing, terms, and conditions and to collaborate closely with participating entities to ensure successful implementation and long-term satisfaction.</p> <p>Our commitment to Sourcwell members includes continuous improvement, responsive communication, and a customer-focused approach that supports their operational goals and stewardship of public funds.</p>

33	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	<p>We demonstrate both the ability and willingness to provide products and services to Sourcewell participating entities in Canada, with capabilities varying by brand. CREO is actively supporting sales across multiple Canadian provinces and has recorded millions of dollars in sales over the past five years. This established presence reflects our operational capacity, supply chain readiness, and experience serving Canadian public-sector customers. We plan to continue marketing and supporting Canadian Sourcewell members and, if awarded a Sourcewell contract, will aggressively promote its use among eligible Canadian entities to support streamlined procurement and cost-effective project delivery.</p> <p>For SEG Systems and Fabric Images, expansion of service and sales into Canada remains a strategic future consideration. At present, external factors—including tariffs and broader international political and economic conditions—impact our ability to aggressively pursue Canadian opportunities while maintaining consistent and dependable pricing and service levels. Once these variables stabilize, we intend to reassess and pursue expansion into Canadian territories. Our goal is to proactively support Canadian Sourcewell members when we can confidently provide reliable products, competitive pricing, and consistent service that meet Sourcewell and public-sector expectations.</p> <p>Overall, we are committed to supporting Sourcewell participating entities in Canada where operationally feasible and to expand our Canadian presence responsibly as market conditions allow.</p>	*
34	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	<p>We are fully capable of providing products and services to all Sourcewell participating entities throughout the United States and do not anticipate any geographic limitations within the U.S. under the proposed agreement. As stated in the answer to question 33, Creo is actively supporting sales across multiple Canadian provinces; Fabric Images and SEG Systems remains a strategic future consideration, and we intend to revisit Canadian participation as market conditions and operational factors allow.</p>	*
35	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	<p>There are no participating entity account types that will be excluded from full access to our solutions under the proposed agreement. All public-sector entities and agencies that are legally authorized, under applicable state and federal laws, to utilize cooperative purchasing agreements will be fully supported by Orbus Visual Communications Group (Orbus LLC) for the duration of the contract, if awarded.</p> <p>Eligibility to access cooperative agreements is governed by state and local statutes and regulations. Orbus Visual Communications Group will continue to monitor and comply with all applicable laws and legislative requirements to ensure appropriate and lawful access to the agreement by participating entities.</p>	*
36	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	<p>While our established third-party subcontractor installation network currently serves the contiguous 48 states, we are confident in our ability to extend this network to include Alaska and Hawaii as project volume and opportunities increase. In the interim, we will provide flexible project-specific solutions, including the use of our own factory-trained installation and assembly technicians, with travel accommodation evaluated and subsidized on a case-by-case basis to ensure project success.</p> <p>Freight and shipping costs are transparently identified as line-item charges on quotes and invoices. Any additional transportation expenses associated with delivery to Alaska, Hawaii, or U.S. Territories will be reviewed and addressed individually, with a focus on fairness, clarity, and cost efficiency for participating entities.</p> <p>Our approach reflects a long-term commitment to expanding reliable service coverage while maintaining consistent quality, responsiveness, and value for all Sourcewell members, regardless of location.</p>	*
37	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	<p>Yes. If awarded a master agreement, the Proposer will extend the full terms and conditions of the agreement to eligible nonprofit entities.</p> <p>We recognize the significant need for cost-effective, high-quality solutions within the nonprofit sector, particularly in areas such as wayfinding, monument signage, and related environmental graphics. Nonprofit organizations often operate under strict budget constraints while serving diverse and mission-critical populations, making cooperative purchasing an especially valuable procurement option.</p> <p>Our go-to-market strategy includes proactive and targeted outreach to nonprofit organizations to increase awareness and utilization of the awarded agreement. This will include focused marketing initiatives through digital channels and social media, participation in industry events and trade shows, and collaborative engagement with architecture and design firms, construction companies, and other partners that frequently support nonprofit facilities and projects.</p> <p>By extending contract access to nonprofit entities and actively promoting its availability, we aim to help these organizations streamline procurement, reduce costs, and achieve high-quality outcomes while maximizing the value of public and donor funding.</p>	*

Table 4: Marketing Plan (100 Points)

Line Item	Question	Response *
38	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>Marketing Strategy to Promoting the Sourcewell Contract Opportunity Our marketing strategy is intentionally designed to maximize awareness, understanding, and utilization of the awarded Sourcewell contract among participating entities. The strategy prioritizes education, compliance, ease of procurement, and measurable value for members while supporting Sourcewell's mission to deliver efficient, competitive, and cooperative purchasing solutions.</p> <p>1. Member-Centric Market Understanding We begin by actively engaging with Sourcewell participating entities to understand their operational objectives, procurement requirements, and project-specific challenges related to workplace interiors, public spaces, events, and related environments. Through direct outreach, structured conversations, and market research, we align our messaging and solutions with the real-world needs of public agencies, ensuring relevance, accuracy, and applicability.</p> <p>2. Clear Communication of Contract Value Our marketing efforts clearly and consistently communicate the benefits of utilizing the Sourcewell contract, including:</p> <ul style="list-style-type: none"> • Compliance with public procurement requirements • Streamlined purchasing processes that reduce administrative burden • Competitive, cooperative pricing and cost predictability • Access to high-quality standard and custom solutions • Proven manufacturing capabilities, technical expertise, and responsive service <p>Messaging emphasizes how participating entities can leverage the contract to accelerate project timelines, improve budget stewardship, and achieve high-performance outcomes.</p> <p>3. Educational and Informational Marketing Materials We produce professional, informative marketing materials focused on educating participating entities about contract offerings, eligible products, applications, and successful use cases. Materials include web pages, catalogs, brochures, case studies, videos, and application guides that demonstrate value, functionality, and compliance. Representative samples of these materials are included in the document upload section of this response.</p> <p>4. Multi-Channel Contract Promotion To ensure broad and equitable awareness of the contract, we employ an integrated marketing approach: Web Presence: Sourcewell-specific webpages will present contract-eligible products, service capabilities, contract benefits, and purchasing guidance in a clear and transparent manner. Targeted Email Campaigns: Informational email communications will be distributed to relevant participating entities, segmented where appropriate by entity type, with clear calls to action that support contract use. Social Media Outreach: Social channels will be used to increase contract awareness, share approved project highlights, introduce new products, and reinforce Sourcewell purchasing benefits. Events and Industry Engagement: We will participate in trade shows, conferences, and public-sector events where Sourcewell members are present and will host facility tours and educational sessions to further support contract understanding and utilization. Targeted Advertising (as appropriate): Digital advertising may be utilized based on research insights to support equitable reach and contract visibility.</p> <p>5. Live Demonstrations and National Visibility Our ability to support live visual communication, signage and display solutions at national conferences and conventions provides a unique opportunity to showcase Sourcewell contract offerings through real-world applications. Public-sector entities frequently attend and host such events, allowing us to demonstrate product performance, quality, and value while reinforcing cooperative purchasing benefits.</p> <p>6. Commitment to Active Contract Promotion We are committed to actively and exclusively promoting the awarded Sourcewell contract within the Permanent Signage product category. All digital marketing assets and informational materials will be accessible to participating entities nationwide, regardless of location or sector.</p> <p>Representative marketing materials have been uploaded in the document upload section for review.</p>

<p>39</p>	<p>Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.</p>	<p>We utilize technology and digital data strategically to enhance marketing effectiveness and will support Sourcewell's goals of transparency, efficiency, and equitable access for participating entities. Our approach focuses on increasing awareness of the Sourcewell contract, educating eligible members, and encouraging compliant and efficient contract utilization.</p> <p>Digital Marketing Platforms and Analytics We leverage digital platforms—including websites, email marketing campaigns/systems, and social media channels—to deliver accurate, timely, and relevant information to Sourcewell participating entities. Analytics tools are used to monitor engagement metrics such as website visits, click-through rates, content interaction, and campaign performance. These insights allow us to continuously refine messaging and delivery methods to ensure clarity, relevance, and effectiveness for public-sector audiences.</p> <p>Sourcewell-Focused Web and Content Strategy A specific web presence will be developed to clearly communicate contract offerings, eligible products, and purchasing guidance. Metadata, search optimization practices, and structured content are used to improve discoverability and ensure that participating entities can easily access contract-related information when researching procurement solutions.</p> <p>Targeted and Compliant Email Communications We will utilize email marketing technology to distribute educational and informational content related to Sourcewell contract offerings. Campaigns are segmented where appropriate by participating entity type or interest area, allowing for relevant and purposeful communication while maintaining compliance with applicable data privacy and communication standards. Email performance data is used to improve content clarity and engagement over time.</p> <p>Social Media and Digital Outreach Social media platforms may be used to increase awareness of the Sourcewell contract, share approved project highlights, introduce products and solutions, and reinforce the benefits of cooperative purchasing. Engagement data is reviewed to understand which content resonates most with public-sector audiences, enabling continuous improvement while ensuring messaging remains professional, accurate, and contract focused.</p> <p>Data-Driven Continuous Improvement Digital data and performance insights are always used to evaluate the effectiveness of marketing activities and to inform future outreach strategies. A data-driven approach supports continuous improvement, ensures responsible use of marketing resources, and helps maximize awareness and utilization of the Sourcewell contract among participating entities.</p> <p>Commitment to Responsible Data Use All technology and digital data usage is conducted responsibly and in accordance with applicable data privacy regulations and industry best practices. Our focus remains on delivering meaningful, educational content that supports informed decision-making and simplifies the procurement process for Sourcewell members.</p> <p>CRM & Conversion Tracking We use a customer relationship management (CRM) system to track leads, opportunities, and conversions throughout the sales lifecycle. Sourcewell opportunities will be identified and tagged within our CRM, allowing us to monitor engagement activity, pipeline status, and contract-attributed outcomes. This enables data-driven decision-making, accurate forecasting, and continuous improvement in outreach effectiveness tied specifically to Sourcewell contract utilization.</p> <p>Contact Information Management We will responsibly utilize the Sourcewell participating entity member list to support targeted and relevant outreach. The list will be enriched using reputable data and list-building tools, such as ZoomInfo, to validate contact information, identify appropriate roles, and improve communication accuracy. This enrichment enhances efficiency and relevance while maintaining compliance with applicable data privacy and communication standards.</p> <p>Continuous Tracking & Improvement We track marketing effectiveness using defined key performance indicators (KPIs), including: Website engagement metrics (page views, time on page, traffic sources, form conversions) Email campaign performance (open rates, click-through rates, engagement by brand) Social media reach and engagement (impressions, interactions, comments) CRM-based metrics (Sourcewell leads generated, opportunities created, conversion rates, and revenue influenced by the contract)</p>
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40	<p>In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?</p>	<p>In our view, Sourcewell's role in promoting agreements arising from this RFP is to serve as a trusted cooperative purchasing authority that provides visibility, credibility, and confidence in the awarded contracts. Through its competitive solicitation process and established member communications, Sourcewell helps participating entities identify compliant, high-value procurement solutions.</p> <p>We anticipate and welcome a formal announcement of the award through Sourcewell's existing member communication channels. We would welcome the opportunity to provide Sourcewell with marketing briefs and informational content for use in member communications. This content would be tailored to each brand included in this response—Orbus Visual Communications Group, Creo, SEG Systems, and Fabric Images—and would clearly outline the breadth of products, services, capabilities and applications available to participating entities under the agreement.</p> <p>We recognize that many Sourcewell members may not be fully aware of the unique, highly customized solutions available through this cooperative contract. By providing clear proof-based information on product applications—including our extensive interior and exterior signage solutions—members can better understand the value, flexibility, and capabilities that differentiate this offering from other cooperative or government contracts previously available. We view contract promotion as a shared responsibility. While Sourcewell provides the platform, credibility, and communication infrastructure, Orbus will actively support contract utilization through targeted marketing, education, and visibility. This includes promoting the Sourcewell contract through not only digital communications, but also through clear marketing signage and labeling referencing the Sourcewell agreement at public-sector events nationwide.</p> <p>Together, this collaborative approach ensures the agreement is well-understood, appropriately utilized, and delivers meaningful value to Sourcewell participating entities.</p>
41	<p>Are your Solutions available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.</p>	<p>At this time, our solutions are not offered through a traditional e-procurement ordering platform. Due to the highly customized nature of the majority of our products—particularly within our signage and visual communications offerings—most projects require detailed specifications, design coordination, and engineering review to ensure accuracy, compliance, and optimal outcomes.</p> <p>Our solutions frequently involve custom fabrication, unique materials, site-specific requirements, and tailored finishes. To support proper product selection, precise pricing, and successful project execution, direct collaboration with our sales professionals, estimators, and design and engineering teams is essential. This consultative approach helps governmental and educational customers reduce risk, avoid rework, and ensure that final deliverables fully meet functional, aesthetic, and regulatory requirements.</p> <p>While e-procurement platforms are effective for standardized, off-the-shelf products, we have found that they are not well suited for complex, custom signage and way-finding solutions. Instead, we support Sourcewell participating entities through a structured, streamlined ordering process that remains fully compliant with cooperative purchasing requirements while providing the flexibility and expertise necessary for custom project success.</p>

Table 5A: Value-Added Attributes (100 Points, applies to Table 5A and 5B)

Line Item	Question	Response *
42	<p>Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.</p>	<p>CREO Industrial Arts CREO functions as an integral partner to the A & D and Construction communities. Our website provides a detailed listing with finite description of each service to educate our business partners and customers alike. https://www.creoindustrialarts.com/services/#</p> <p>CREO Industrial Arts services listing includes Design Engineering, R & D Prototyping, Budgetary Analysis, Site Assessment, Fabrication, Installation, Project Management.</p> <p>There is no charge for product and product application training.</p> <p>Design Engineering CREO puts tremendous emphasis on the design engineering phase of the project, expending considerable effort to develop the optimal build strategy with our clients, and then document that strategy in a highly detailed set of construction drawings. Those drawings can take the form of AutoCAD, SolidWorks, and other 3D rendering formats. Our goal is to make sure that all stakeholders agree with the fabrication strategy, and that there are no surprises when the products arrive on site.</p> <p>R & D Prototyping CREO has a dedicated R&D department that includes some of our most seasoned and innovative fabricators. Their role is to research and evaluate different materials and methods, and test theories to ensure that the intended fabrication approach will deliver the aesthetic</p>

and the performance that our clients and design partners expect.

Budgetary Analysis

For projects still in the planning and design development stage, CRÉO can provide a cost assessment to determine whether the design concepts fit within the budget. In cases where the designs appear to outstrip the budget, CRÉO can suggest value engineering options that would reduce cost

Site Assessment

CRÉO's veteran project management and engineering staff are experts at studying the project's architectural drawings and recommending options to ensure that the landscape and/or the buildings will be ready to support the installation of our custom fabricated elements. This includes examining soils reports, assessing architectural interface to minimize building penetrations, and planning for ways to discretely implement electrical components. These efforts allow CRÉO to prepare and deliver a detailed interface coordination package to the architect and general contractor early on in the process, often prior to the completion of any shop drawings.

As the installation process unfolds, CRÉO's team of field superintendents provide the eyes and ears on the ground, gathering field verification data, proactively catching potential conflicts, and communicating with the project field team to ensure a well-coordinated installation process.

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Custom fabrication is CRÉO's core competency. Our team of experienced fabricators, all with varied skill sets, combine to produce the highest quality products across a variety of different disciplines. They bring a unique blend of construction skills and artistic talent, crafting their work with great passion and pride

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Through our own expert installers and an extensive network of subcontractors, CRÉO performs installations throughout the country. All installations are supervised by an experienced Field Superintendent who oversees the installation process from start to finish and acts as the primary liaison to the client and other trades during the installation process.

Project Management

CRÉO's dedicated team of experienced Project Managers are a key piece of the overall value CRÉO brings to the project. Our PM's, many of which have completed PMP certification courses, are well-trained and follow a disciplined process for executing their scopes of work. That proven process allows them to track and manage all aspects of a multi-faceted project and helps them keep all stakeholders aware of the status of each element of the project, reducing the amount of time and energy our clients have to expend on CRÉO's scope

SEG Systems and Fabric Images

SEG Systems and Fabric Images provide product training resources designed to support Sourcewell participating entities in understanding product capabilities, applications, and proper use. Training is offered through a combination of standard, self-guided resources and optional, interactive opportunities.

Standard Training Materials & Documentation:

Participating entities have access to extensive product documentation available through the SEG Systems and Fabric Images websites and digital resource libraries. These materials include product specifications, dimensions, material content, performance options, graphic templates, assembly instructions, and, where applicable, instructional videos. Fabric Images also maintains a comprehensive manufacturer binder in My Resource Library (MRL), and CET providing detailed product and finish catalogs for standard offerings. Custom projects are supported with project-specific assembly and installation guides.

Optional Training:

Optional and no-charge training opportunities include live product demonstrations per on-site manufacturing site tours and visits, industry events and trade shows, lunch-and-learn sessions with the architecture and design community, and educational presentations introducing new solutions. We develop case studies and testimonials on completed projects and installations, which are used to demonstrate real-world performance, applications, and breadth of capability.

Sales and customer service teams supporting SEG Systems and Fabric Images participate in ongoing solutions, product and capabilities training to ensure knowledgeable guidance and responsive support for Sourcewell members. This flexible training approach enables participating entities to efficiently adopt both standard and custom solutions while maximizing the value of cooperative purchasing.

<p>43</p>	<p>Describe in detail your warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response.</p>	<p>SEG Systems and Fabric Images Signage / Display Frames & Graphics</p> <ul style="list-style-type: none"> • Lifetime Frame Warranty: SEG Systems/Fabric Images offers a lifetime warranty on the aluminum frames used in sign, display and framework systems. This covers manufacturing defects in materials and workmanship. • Blaze™ Lightboxes specifically feature a lifetime warranty on the frame and a 5-year warranty on the LED lighting components. • Graphics (dye-sublimated tension fabric graphics) & Soft Goods include a One-Year Warranty. <p>Lighting</p> <ul style="list-style-type: none"> • Blaze™ Lightboxes feature a 5-year LED lighting warranty. The LED lights are rated for a long lifespan of approximately 43,800 hours, which covers 24/7 power for the full five-year period. • Outdoor AC Lightbars: Specific outdoor-rated lighting components include a 3-year LED warranty. • Standard Lightboxes: Standard LED interior lighting typically includes a 1-year warranty. <p>Key Lighting Specifications</p> <ul style="list-style-type: none"> • UL Certification: All lighting systems are UL-certified, ensuring they meet rigorous safety and quality standards for public and retail spaces. • Integrated Power: Many systems, such as the Blaze line, feature internal power supplies within the light bars, eliminating the need for external transformers. • Quality Testing: SEG Systems conducts "power-up" testing on all lighting components before shipment to verify functionality. <p>Warranty Terms & Coverage</p> <p>Quality Control: Products undergo a rigorous QC process, including power testing and graphic fitting, prior to shipment.</p> <p>General Exclusions: Warranties typically cover manufacturing defects but do not extend to damage caused by misuse, accidents, or unrecommended environments (such as outdoor use for indoor-rated products).</p> <p>---</p> <p>CREO, Fabric Images' and SEG Systems' judgment will be final in all matters concerning the condition of the products, the cause or nature of the defect, and the necessity or manner of repair. Judgement will be based on appropriate use of the product. Photos of the defect with detailed descriptions of the defect will help expedite a warranty decision. Please note that any field modifications of equipment shall nullify the warranty.</p> <p>Issues that are not covered under the warranties include but are not limited to:</p> <ul style="list-style-type: none"> - Standard wear and tear usage - Mistreatment of product - Unauthorized alteration - Natural disasters - Failure to follow product instruction sheets and labeling - Incorrect use - Theft - Loss - Vandalism - Destruction - Damages occurred while in transit <p>To the extent permitted by applicable law, Buyer shall indemnify, defend and hold harmless Orbus Visual Communications Group (Orbus LLC) and its brands Creo Industrial Arts, SEG Systems and Fabric Images for any third party claims, suits, judgments and costs instituted or recovered for any alleged or actual infringement of any patent, copyright, trademark, trade secret or other intellectual property or other rights of a third party resulting from (i) Buyer's breach of Buyer's warranty related to Buyer Property; or (ii) Supplier's use of Buyer Property in accordance with the specifications provided by Buyer.</p> <p>See "typical" warranty documents enclosed, labeled 5A, Line 43</p>
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<p>44</p>	<p>Describe whether any of your products are weather-resistant or have attributes which enable them to remain durable in unfavorable conditions (UV-resistant, anti-graffiti coatings, rust-proof, etc.).</p>	<p>Many of our permanent signage and visual communication solutions are specifically designed to perform in both indoor and outdoor environments. Durability and environmental performance are fundamental considerations in our product design, material selection, and fabrication processes.</p> <p>For exterior and challenging environments, materials and finishes are selected based on site-specific conditions, including exposure to UV radiation, moisture, temperature fluctuations, wind, and potential vandalism. Depending on application requirements, our products may incorporate UV-resistant finishes, corrosion-resistant metals, weather-stable substrates, protective coatings, and anti-graffiti treatments to support long-term performance and reduced maintenance.</p> <p>Our design and sales professionals collaborate closely with architects, designers, construction teams, and end users to evaluate environmental conditions and identify the most appropriate materials and fabrication methods for each application. This consultative approach ensures signage solutions are engineered for longevity, safety, and visual integrity over time.</p> <p>Our in-house and partner fabrication capabilities include metal fabrication, woodworking, electromechanical engineering, faux finishing, sculpture and casting, digital printing, and acrylic fabrication. These capabilities support a wide range of durable applications, including permanent signage, exhibits, digital environments, displays, CREO™ solutions, public art, lighting elements, architectural embellishments, and landscape-integrated features.</p> <p>By tailoring materials and finishes to environmental conditions, we deliver solutions that maintain structural integrity, appearance, and functionality in unfavorable conditions while maximizing long-term value for Sourcewell participating entities. https://www.creoindustrialarts.com/products/</p>
<p>45</p>	<p>Describe any technological advances that your proposed Solutions offer.</p>	<p>CREO's CREON™ product leverages advanced LED lighting and precision fabrication to deliver a modern, durable alternative to traditional neon signage. Designed for both interior and exterior applications, CREON™ can provide Sourcewell participating entities with a visually impactful, energy-efficient, and low-maintenance solution well suited for public-sector environments.</p> <p>Example Use Cases: CREON™ is ideal for a wide range of public and institutional applications, including:</p> <ul style="list-style-type: none"> • Building identification and monument signage • Wayfinding and placemaking elements in civic facilities • Transit centers, airports, and public venues • Educational campuses and student centers • Cultural institutions, libraries, and public art installations • Event spaces, convention centers, and public gathering areas <p>The flexibility of CREON™ allows designs to be fully customized in size, color, typography, and form, enabling participating entities to align signage and illuminated graphics with architectural intent and community identity.</p> <p>Key Benefits Energy Efficiency and Sustainability: CREON™ uses LED technology to replicate the visual appeal of neon while significantly reducing energy consumption, heat output, and environmental impact. Durability and Safety: Unlike traditional glass neon, CREON™ is fabricated using robust materials that are resistant to breakage, vibration, and weather exposure, making it suitable for high-traffic and exterior environments. Lower Lifecycle Costs: Extended LED lifespan and reduced maintenance requirements help public agencies control long-term operating and replacement costs. Design Flexibility: Precision-routed acrylic and custom fabrication enable complex shapes, lettering, and lighting effects not easily achievable with conventional signage systems. Indoor and Outdoor Performance: CREON™ can be engineered for a variety of environmental conditions, supporting consistent performance across diverse climates and applications. Cooperative Purchasing Advantage Through the Sourcewell cooperative agreement, participating entities gain streamlined access to CREON™ solutions without the need for separate competitive bidding, allowing projects to move forward more efficiently while maintaining procurement compliance and cost transparency.</p> <p>Overall, CREON™ offers Sourcewell members a technologically advanced, visually compelling signage solution that balances innovation, durability, and fiscal responsibility—making it well suited for long-term public-sector use.</p> <p>— SEG Systems – Light Boxes, SEG Snap! And Backlit Snap Signage Solutions</p> <p>SEG Systems provides advanced visual communications solutions that combine precision engineering, modular design, and high-performance materials to deliver durable, attractive,</p>

and easy-to-maintain environments. Our SEG light boxes, SEG Snap!, and Backlit Snap products incorporate innovations that enhance aesthetic impact, installation efficiency, and long-term value for Sourcewell participating entities.

SEG Systems Light Boxes

SEG Systems light boxes feature integrated LED illumination with tensioned fabric graphics that produce vibrant, evenly lit visual displays. Key technologies include:

- High-quality LED light engines with controllable brightness and color temperature
- Slim, extruded aluminum framing systems that ensure structural strength while minimizing visual obstruction
- Tensioned silicone edge graphics (SEG) that fit precisely into frame channels for smooth, wrinkle-free appearance

Example Use Cases

- Wayfinding and directional signage in airports, transit hubs, and civic facilities
- Lobby and reception environments to reinforce branding and mission messaging
- Exhibit displays for museums, visitor centers, and public events

Key Benefits

- **Enhanced Visual Impact:** Even, shadow-free illumination enhances brand messaging and environmental graphics.
- **Modular Flexibility:** Frames and graphics can be reconfigured or updated quickly as needs evolve.
- **Easy Maintenance:** LED systems are energy-efficient with long service life, reducing operational costs.
- **Design Versatility:** Custom sizing and finishes support architectural intent and interior design continuity.

SEG Snap! – Indoor / Outdoor Snap Sign Frame Solution with Flexible Graphics

SEG Snap! combines the flexibility of tensioned silicone edge graphics with a streamlined snap-frame system that allows graphics to be changed quickly without tools. This system integrates:

- Snap-open aluminum extrusions for rapid graphic replacement
- Precision-cut fabric graphics that securely seat into the frame
- Tool-free access for maintenance and updates

Example Use Cases

- Permanent, wall-based informational displays in libraries, government buildings, or campus spaces
- Directional systems for government buildings and community centers
- Marketing and promotional signage in public facilities

Key Benefits

- **Rapid Graphic Updates:** Tool-free changeouts save time and facility management resources.
- **Cost-Effective Refreshes:** Interchangeable graphics lower long-term material costs.
- **Consistent Aesthetics:** Tensioned fabric graphics provide a refined presentation without wrinkles or distortion.

Backlit Snap – Indoor / Outdoor Snap Sign Frame Solution with LED

Lighting & Flexible Graphics

Backlit Snap incorporates the instant-change convenience of the SEG Snap! system with integrated LED backlighting to produce vibrant, illuminated graphics. Innovations include:

- Even LED diffusion systems designed for fabric graphics
- Snap-in channels that hold backlit fabric graphics securely and uniformly
- Energy-efficient light engines that deliver consistent illumination without hotspots

Example Use Cases

- Outdoor or indoor branded light boxes adjacent to public entries or plazas
- Backlit wayfinding in transportation or educational environments
- Visual feature walls in lobbies or public galleries

Key Benefits

- **High-Impact Visibility:** Backlit graphics attract attention and improve readability in all lighting conditions.
- **Energy Efficiency:** Integrated LEDs reduce energy consumption relative to traditional illumination.
- **Maintenance-Friendly:** Easy access for graphic changes and serviceability improves lifecycle cost efficiency.
- **Design Flexibility:** Custom sizes and illumination levels adapt to a wide range of environments.

How these Solutions are Valuable to Sourcewell Members

- **Procurement Efficiency:** SEG systems deliver high-performance visual environments without the need for repetitive bidding or fragmented purchasing.

		<ul style="list-style-type: none"> • Long-Term Value: Durable materials and energy-efficient illumination reduce operating and replacement costs. • Customization: Flexible design and modular technologies support facility branding, community engagement, and evolving program needs. • Versatile, Easily Repurposed: Our SEG snap frames are easily repurposed without the need to replace the frame or lighting components—supporting reuse, reduced waste, and long-term value for Sourcewell participating entities. • Ease of Service: Rapid graphic changeability and tool-free access support facility operations with minimal disruption.
46	Describe any “green” initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.	<p>CRÉO Industrial Arts – Environmental Stewardship CREO is mindful of key practices and resources to ensure environmental graphics and exhibits are fabricated through sustainable measures and long-term durability in mind. As a designated Small Quantity Generator (SQG) by the Washington State Department of Ecology, we strive to implement environmentally friendly production processes which maximize the use of recycled products, minimize or eliminate waste, seek economies and efficiencies, and reduce the consumption of energy. Beyond our shop, we take into consideration the site environment and apply sustainable and environmentally mindful solutions wherever possible. We work with our design partners to ensure selected solutions are green conscious and deliver on stated requirements to achieve sustainable certifications.</p> <p>To support our sustainability efforts, we have implemented a variety of strategies:</p> <ul style="list-style-type: none"> • Selecting vendors that promote and support certified environmental stewardship programs and/or sustainable materials. • Opting for locally sourced, sustainable, biobased or reclaimed materials when available. • Hiring local craftspeople and artisans. • Avoiding toxic chemicals in materials where possible, including graphic substrates, wood, adhesives, paints and stains. • Using state-of-the-art paint mixing and application equipment with HVLP (high velocity, low pressure) gun technology and sophisticated filtering systems designed to eliminate emission of volatile organic compounds and minimize paint/solvent consumption. • Prioritizing fasteners that make dismantling and repair easy over permanent methods like adhesives and nails. • Manage air quality via dust collection machines in our CNC and carpentry departments. • Performing as much work in our shops as possible and minimizing impact to onsite air quality by employing sweeping, suction, and/or fans to handle dust and debris. • Communicating via video conferences and collaborative cloud documents to reduce air travel. • Consolidating sample, prototype and final deliverable shipments to minimize carbon emissions. • Practice recycling in our daily warehouse operations whenever possible, including procedures to routinely recycle paint, lumber, scrap metal, and glue containers. • Using only certified vendors for hazardous waste disposal requirements. <p>CRÉO constantly strives to implement environmentally friendly production processes which maximize the use of recycled products, minimize or eliminate waste, seek economies and efficiencies, and reduce the consumption of energy. CRÉO purchases recycled products whenever feasible and actively recycles its wood, metal, and paper. In addition, CRÉO uses state-of-the-art paint mixing and application equipment with HVLP (high velocity, low pressure) gun technology and sophisticated filtering systems designed to eliminate emission of volatile organic compounds and minimize paint/solvent consumption. We are designated as a “small waste generator”.</p> <p>SEG Systems / Fabric Images Both SEG Systems and Fabric Images are committed to environmental responsibility and sustainable practices that align with broader public-sector sustainability goals.</p> <p>We integrate sustainability into our manufacturing and material strategies in several meaningful ways:</p> <p>Sustainable Materials and Supply Chain: We partner with vendors who prioritize environmentally responsible practices and sources recycled materials where possible. Aluminum extrusions used in SEG products are domestically produced within a short geographic radius, reducing carbon emissions from long-distance transport. Aluminum itself is highly recyclable and retains integrity through repeated reuse. We also offer optional sustainable fabric materials and eco-friendly polymer solutions (such as CleanRTex™ and CleanEdge™), which utilize recycled or recyclable components and water-based inks. Our focus on LED lighting further enhances energy efficiency and long product life.</p> <p>Waste Reduction and Recycling: We recycle excess materials—including aluminum, wood, paper, cardboard, and plastics—diverting them from landfills. Its internal processes emphasize reuse, recycling, and reduction of waste wherever possible.</p> <p>Facility Sustainability Practices: On the operational side, we incorporate motion-sensor LED lighting, water-conserving fixtures, and other resource-efficient systems in its facilities to minimize its environmental footprint.</p> <p>These combined efforts reflect our broader sustainability commitment—designing products for</p>

		<p>longevity, maximizing material reuse, and reducing overall environmental impact.</p> <p>Orbus Visual Communications Group Overall Recognizing that the world's natural resources are limited and fragile, Orbus Visual Communications Group considers environmental protection to be consistent with its overall goals and values. Orbus Visual Communications Group is committed to conducting business in an environmentally responsible manner while delivering high-quality, durable visual communication solutions to public-sector, educational, and nonprofit organizations. We recognize our responsibility to minimize environmental impact through thoughtful material selection, efficient manufacturing practices, and long-term product performance.</p> <p>Across our brands—including Creo, SEG Systems, Fabric Images, and related divisions—we prioritize sustainability by emphasizing product longevity, modular design, and reuse. Many of our solutions are engineered for extended service life, reconfiguration, and graphic replacement rather than full product replacement, helping reduce waste and lifecycle costs for our customers.</p> <p>We actively support the use of environmentally responsible materials where feasible, including recyclable metals such as aluminum, energy-efficient LED lighting systems, and fabric and graphic solutions produced with water-based inks and reduced-waste processes. Our manufacturing and operational practices include recycling of common materials such as aluminum, fabric, paper, cardboard, and packaging components, and we continuously evaluate opportunities to improve resource efficiency and waste reduction.</p> <p>Orbus Visual Communications Group also considers sustainability at the operational level through investments in energy-efficient equipment, responsible facility practices, and supply chain partners that share our commitment to environmental stewardship. By working collaboratively with architects, designers, contractors, and end users, we help ensure that products are appropriately specified for their environment, maximizing durability and minimizing unnecessary replacement or maintenance.</p> <p>Our goal is to support Sourcewell participating entities with solutions that balance performance, design, and environmental responsibility, helping our customers meet their functional needs while aligning with sustainability objectives and responsible stewardship of public resources.</p>
47	<p>Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.</p>	<p>We place great value and consideration of eco labels, ratings and certifications from our raw material supplies as part of our Environmental Stewardship across all brands. We align whenever possible with third-party providers who carry energy efficiency and conservation practices in support of our own green initiatives. Given that we are an independent manufacturer, the bulk of our green initiatives fall into our own environmental efforts and are reflected in line item 46 and as evidenced by our aforementioned responses.</p>
48	<p>What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?</p>	<p>Overall Orbus Visual Communications Group</p> <p>The Orbus family of brands represented in this response offers Sourcewell participating entities a uniquely comprehensive and integrated approach to permanent signage solutions. Unlike many providers in the signage sector, Orbus enables participating entities to single-source complex, multi-faceted signage projects that incorporate a broad range of products, materials, technologies, and functional requirements under one cooperative agreement. This all-inclusive capability allows Orbus to deliver true end-to-end solutions—from standard catalog products to highly customized designs—resulting in greater accountability, simplified procurement, and a more efficient project experience for the customer. By reducing the need to coordinate multiple vendors, participating entities benefit from streamlined communication, cohesive design execution, and optimized use of public funds.</p> <p>Based on the scope outlined in the RFP, Orbus brands collectively provide comprehensive solutions across two of the three primary signage categories:</p> <ul style="list-style-type: none"> • Public Spaces, Parks, and Trails: Signage designed to guide, inform, and educate visitors, supporting placemaking, wayfinding, and community engagement. • Building and Facility Signage: Interior and exterior signage solutions for identification, directional guidance, branding, and environmental graphics. <p>While Regulatory and Safety Signage is not a primary focus of our manufacturing capabilities, Orbus can coordinate the sourcing of these products through qualified partners as a convenience to participating entities, further supporting a single-source procurement approach.</p> <p>This combination of breadth, customization, and integrated service makes Orbus's proposed solutions distinct within the industry and particularly valuable to Sourcewell members seeking flexible, compliant, and efficient permanent signage solutions through cooperative purchasing.</p> <p>CREO Industrial Arts CREO excels in offering customized, project-specific solutions based on the needs and expectations of the end user; we are not limited by a product line or specific signage type.</p>

As a full-service provider CREO, delivers unique capabilities and services not found in other signage manufacturers' offerings. Our capabilities, experience, and resources support the wide array of potential scopes of work from complex wayfinding systems and monument signs to simpler code and safety signs. For projects with undefined requirements, our team also provides front-end support such as design and engineering, specifications, mock-ups, and prototypes.

Design Engineering

CREO puts tremendous emphasis on the design engineering phase of the project, expending considerable effort to develop the optimal build strategy with our clients, and then document that strategy in a highly detailed set of construction drawings. Those drawings can take the form of AutoCAD, SolidWorks, and other 3D rendering formats. Our goal is to make sure that all stakeholders agree with the fabrication strategy, and that there are no surprises when the products arrive on site.

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Our website provides a detailed listing with finite description of each service to educate our business partners and customers alike. <https://www.creoindustrialarts.com/services/#>

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Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment
49	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or resellers if available. Select all that apply.		<input type="radio"/> Yes <input checked="" type="radio"/> No	We are not nor are we aligned with any WMBE, SBE or veteran owned businesses or HUB certified entities. We work to align with and engage businesses in the categories named in this section in support of local communities and businesses whenever possible.
50		Minority Business Enterprise (MBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	We are not, nor are we formally aligned with any MBE certified businesses currently. We do strive to align with and engage businesses with this classification in support of local communities and businesses whenever possible.
51		Women Business Enterprise (WBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	We are not, nor are we formally aligned with any WBE certified businesses currently. We do seek to align with and engage businesses with this classification in support of local communities and businesses whenever possible.
52		Disabled-Owned Business Enterprise (DOBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	We are not, nor are we formally aligned with any DOBE certified businesses currently. We do seek to align with and engage businesses with this classification in support of local communities and businesses whenever possible.
53		Veteran-Owned Business Enterprise (VBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	We are not, nor are we formally aligned with any VBE certified businesses currently. We do seek to align with and engage businesses with this classification in support of local communities and businesses whenever possible.
54		Service-Disabled Veteran-Owned Business (SDVOB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	We are not, nor are we formally aligned with any SDVOB certified businesses currently. We do seek to align with and engage businesses with this classification in support of local communities and businesses whenever possible.
55		Small Business Enterprise (SBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	We are not, nor are we formally partnered with any SBE certified businesses currently. We do strive to align with and engage businesses with this classification in support of local communities and businesses whenever possible.
56		Small Disadvantaged Business (SDB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	We are not, nor are we formally partnered with any SDB certified businesses currently. We do strive to align with and engage businesses with this classification in support of local communities and businesses whenever possible.
57		Women-Owned Small Business (WOSB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	We are not, nor are we formally partnered with any SDB certified businesses currently. We do strive to align with and engage businesses with this classification in support of local communities and businesses whenever possible.

Table 6A: Pricing (400 Points, applies to Table 6A and 6B)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *

58	Describe your payment terms and accepted payment methods.	<p>Standard payment terms provide customers in good credit standing 30-day terms for standard catalog products.</p> <p>A deposit for custom manufacturing product(s) may be requested to initiate material orders or services at time of contract signing. Custom orders carry NET 10 DAY credit terms.</p> <p>Although not always required, a custom manufacturing deposit may be requested in order to initiate material orders or services at time of contract signing. All labor and materials progress completed in a given month will be billed for by the end of that month and is payable net 30. CREO accepts payment via ACH or check.</p> <p>Graphics must be approved in writing for all custom orders, made to order products. An Emailed proof, plan design, color selection, etc. must be reviewed and approved before production begins. The approval is final and not reversible. Custom printed graphics are considered final and cannot be returned.</p> <p>Complex, long-term projects may involve phased invoicing. All labor, parts and material completed and installed will be billed in that respective month. (Activity per month will be billed at month end); and is payable NET 30.</p> <p>Order cancellations must be confirmed and approved. The cancellation of a production order that has been produced or has completed the order of raw materials for production, may result in fully charging for materials and labor.</p> <p>Orbus LLC offers pre-paid shipping options designed to save you time and money. FedEx and UPS services are offered, as are Freight services. Customers also have the option to use their own UPS and FedEx accounts.</p>	*
59	Describe any leasing or financing options available for use by educational or governmental entities.	We do not offer financing or leasing options. We will work to provide any necessary support and documentation for clients wishing to pursue leasing or financing options independently with outside sources.	*
60	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	<p>Orbus Visual Communication Group brands utilize standard transaction documents such as new customer packets to collect new customer information such as Contact information, Credit Application details and provides General Terms and Conditions of Sale.</p> <p>Credit applications checklists confirm resale certificate/sales tax permits (if applicable), credit line requested, as well as about major trade suppliers and bank references in support. Organization information such as establishment year, Number of employees, Dun & Bradstreet # is requested.</p> <p>Project agreements reference scope of work details, fees, terms and conditions, warranty information and links to important project-based attachments.</p> <p>General Terms and Conditions of Sale include agreement details, warranty information, price information, payment terms, delivery, storage and cancellation details.</p> <p>Please see three attachments labeled Table 6A, Line 60 – new customer packets, project form sample and estimate sample.</p>	*
61	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcwell participating entities for using this process?	We accept the P-card procurement and payment process. There is no additional cost to the participating entities for this convenience on orders under \$10,000 at sell price.	*
62	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcwell discounted price) on all of the items that you want Sourcwell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	<p>Orbus Visual Communication Group's pricing response is separated by brand to allow us to articulate the details specific to each brand's go-to-market strategy and manufacturing/product process and scope. Our price offer is a "not to exceed" offer. We treat each project independently and consider market conditions, volume, and project scope to offer best value pricing on every job.</p> <p>CREO Industrial Arts</p> <p>Our objective in this RFP response is to provide a turn-key solution by including all conceivable aspects of custom signage solutions to the wide array of Sourcwell members – government, education, museum, health care, non-profit and for public good entities. Because the components to build monuments, wayfinding and outdoor permanent signage markers vary drastically, it would be virtually impossible to include every non-standard component in a price list. Our visual product imaging is featured on a separate attachment that is meant to be interpreted as "Standard" components meaning that a</p>	*

certain feature may have differing dimensions with a different price.

Signage, by the nature of the unique requirements of each product, requires customization. There are no standard products offered that allow us to reflect a discount rate off an MSRP price. Instead, fabricate products specific to the needs of our clients on a case-by-case basis.

CREO is a custom fabricator of signage and graphics, and as such, we do not have standard products/pricing. We price each sign or collection of signs (aka project) based on the client's desired specifications, considering the materials and labor required to produce the signage.

To establish a price, CREO evaluates the design and determines what materials are required and how much of each material we will need. We then assess the labor hours required in each department – from our technical design staff (who creates the shop drawings) to the different fabrication departments, as well as the crating, shipping and installation required. We also provide Project Management services, which are typically about 8-10% of the overall cost of the project.

All labor hours are multiplied by our standard labor rates (See table below) and added to the cost of the materials and any subcontracted elements of the project. We then apply a markup to arrive at the total price.

If a design has not yet been established, CREO will work with the client to create the design. This simply adds a step at the outset for the design phase, which again, is dependent on the size and scope of the project. Rates below reflect per man hourly rates.

Function	Standard Rate/Sourcwell Rate
Creative Design	\$185.00/\$175.00
Technical Design	\$160.00/\$145.00
Fabrication	\$145.00/\$130.00
Project Management	\$175.00/\$155.00
Site Supervision	\$175.00/\$155.00

As indicated above, CREO is extending a discount on its labor rates for projects that come through Sourcwell.

A quote is generated for each project request. Each individual component is listed using a line-item pricing method. Quantities for each line item are reflected by a Cost Quantity Breakdown (CQB). The CQB identifies items and materials in the cost estimate to generate a custom item unit price. As projects progress and details are adjusted and finalized, any changes made during the process are passed through the CQB. In this way, we ensure consistency in the accuracy of our figures. The line-item pricing is then discounted by an additional 10%. This ensures the best possible price for products and service for Sourcwell Members. Our objective is to provide a turn-key solution that includes all conceivable aspects. NOTE: Additional savings may be available on the product mix, quantity of products and delivery location. The efficiencies of scale are reflected on every project as part of the CQB process.

CREO's historic and current customer interactions are factory direct and the same will hold true for Sourcwell sales. In essence, Sourcwell members will enjoy factory direct pricing void of any middleman markup. This "factory direct pricing" is discounted an additional 10% giving Sourcwell members the best possible price for products and services.

SEG Systems/Fabric Images

We offer a discount on standard products only. For Blaze Light boxes, we offer Sourcwell members 20% off MSRP. For SignPro Systems wayfinding frames, we offer 10% off MRSP – each quantity tier reflects pricing discount. Custom products pricing is computed on a cost-plus basis.

Most of the signage work that we complete involves some level of customization that cannot be adequately reflected with line-listed standard products. That would unnecessarily limit the scope of innovation and customization we offer. The CQB process is utilized

		<p>to compute pricing for each project request.</p> <p>Custom-made-to-order products will be priced on a cost-plus basis. of "1.9X". This rate is 10% below open market rates. Orders will be accepted and processed for clients with approved credit. A deposit of 50% of the total order will be required when advance purchase of materials for custom, made-to order product is involved.</p> <p>Shipping/Freight and all ancillary services will be quoted separately.</p> <p>Reference pricing documents for standard products named Table 6A, Line 62.</p>	
63	<p>Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.</p>	<p>We offer a discount on standard products only. For Blaze Light boxes, we offer Sourcewell members 20% off MSRP; on SignPro Systems wayfinding frames, we offer 10% off MRSP – each quantity tier reflects pricing discount. Custom products pricing is computed on a cost-plus basis.</p> <p>The pricing table shown in section 62 reflects the discount CREO has extended to Sourcewell. This discount comes in the form of reduced hourly labor rates that are used to calculate pricing for custom signage. It averages roughly 10%. below standard open market rates.</p>	*
64	<p>Describe any quantity or volume discounts or rebate programs that you offer.</p>	<p>Volume discounts are taken into account on every order. Higher quantities of the same, or in some cases similar, signs may create lower prices due to manufacturing efficiencies. Additional discounts are applied for larger dollar volume orders. Those discounts are applied to orders starting at \$100K at sell price. Efficiencies of scale beyond pure product cost can be realized for freight, services, installation, etc. We will work with Sourcewell members to identify all cost-saving options for every aspect of a project.</p>	*
65	<p>Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "non-contracted items". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.</p>	<p>Orbus Visual Communications Group brands are happy to participate in securing "sourced" products or related services for the convenience of the customer.</p> <p>We have a great deal of experience with custom projects that require procurement for nonstandard items. We intend to supply goods at a cost-plus percentage consistent with the rates and pricing reflected in our "standard" pricing offer. The customer WILL NOT be penalized by price when we supply open market items at the request of the client.</p>	*
66	<p>Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.</p>	<p>Elements that are not typically included in project estimates include:</p> <ul style="list-style-type: none"> • Storage of orders due to unexpected delays originating from the client • Product Receiving Management • Site set up and tear down at the request of the client - this is typically requested post quote/order placement • Specialty packaging – shipping crates and containers • Installation, Electrical Inspections, Slab X-rays, Permit Fees • Adjusted Tariffs rates implemented post contract award and not reflected in the pricing contained 	*
67	<p>If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.</p>	<p>Orbus Visual Communications Group brands use independent, third-party, freight carriers to deliver its products. Product pricing does not include freight and will be prepaid and added as a separate line item on the invoice.</p> <p>All freight, delivery and shipping charges are quoted specifically per individual project taking into consideration volume, weight, size, class, and destination. We utilize a program calculator for small package carriers and secure actual LTL costs from shipping agencies.</p> <p>Application of a flat freight/shipping load factor on orders, regardless of destination, does not provide the best value for all customers. Freight quotes will be provided at time of quote and will be reflected as a line-item charge. Shipping estimates are provided for approval by the customer at time of quote generation.</p>	*

68	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	<p>CREO manufactures, ships, and installs custom elements regularly for projects in Alaska, Hawaii, and Canada, and periodically outside of North America. Over the past three years alone we have completed (99) projects totaling \$8.2M in Alaska, Hawaii, and Canada. Each instance is unique to the scope, location, and schedule, but regardless of the scope or destination our process is consistent. At the outset of a project, we include the labor, materials, and transit costs in our project estimate, and those costs are included in our proposal to the client. Freight and delivery to Hawaii vary between air or sea depending on size and weight of the package. Because our projects there routinely include oversized elements that are palletized, we most often ship via ocean freight. Deliveries to Alaska and Canada vary between air and land depending on size, cost, and schedule. Offshore deliveries undergo the same process and analysis, with the added complexity of tariffs and customs, which are often handled on our behalf by our parent company Orbus.</p> <p>Fabric Images and SEG Systems are working to expand market share in the territories named. Our logistic specialists work to find creative and individual solutions for shipping and transporting products to include custom crates and cartons. When required, we work outside our regular transport partners to solicit special carriers on a project-by-project basis</p>
69	Describe any unique distribution and/or delivery methods or options offered in your proposal.	<p>Orbus® Visual Communications Group Brands are masters in fulfillment. Our ability to deliver projects that require speed, quality and quantity is unparalleled. We can fulfill large-scale rollouts of retail displays, lightboxes, banner stands, tents, and signage.</p> <p>SPEED & SCALE We can handle the shipping logistics for complex, multiple location projects whether we are shipping to numerous retail outlets, events or locations. Our printing capacity and large operations, designed for large-scale orders, allow us to deliver the unique combination of the highest quality AND speed in the market.</p> <p>MASS PRODUCTION Our operations are designed and set-up for mass production. We produce quantities in the hundreds and thousands, and project manage and coordinate multi-ship and fulfillment across North America.</p>

<p>70</p>	<p>Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcwell. This process includes ensuring that Sourcwell participating entities obtain the proper pricing.</p>	<p>The calculation of administrative fees will include a thorough audit of price and service rates inclusive for all orders processed through our cooperative contract.</p> <p>Fabric Images will commit to a full audit and review of every order submitted by a Dealer utilizing the terms of our agreement to ensure contract pricing compliance for both product and services.</p> <p>Orbus Visual Communications Group's assigned Project Managers are responsible for the oversight of scope, schedule, budget, and quality. The PM works closely with department managers in Technical Design/Engineering, Production, Installation, and Accounting to ensure the contractual obligations are met.</p> <p>Scope – Before a project is initiated, the Project Manager facilitates a kick-off meeting(s) among the brand's staff and subcontractors to review the scope of work including drawings, specifications, contractual requirements, proposals, etc.</p> <p>Schedule – the Project Manager will develop and manage a detailed project schedule outlining phases of work, key milestones, submittal and approval dates, client inspections, etc. The schedule is shared as a live, real-time document and is accessible at any time to all project participants through our Project Management portal.</p> <p>Budget – The Project Manager receives regular reports from our Accounting Department on labor hours, materials costs, and subcontractor commitments. This is routinely compared to planned budgets for each item. This project's accounting information is also the basis for the creation of a Schedule of Values from which monthly progress invoices are calculated.</p> <p>Quality Control – we rely on a formalized quality control process beginning with the development of shop drawings through the completion of installation. We determine quality based on several parameters: Fit/Finish; Function; and Accuracy/Completeness. Our Project Manager, along with relevant departmental manager, conducts regularly scheduled inspections of drawings, submittals, and production progress. These inspections are published to the client team with weekly / bi-weekly progress reports including written descriptions, photographs and videos. The quality control initiative is further supported by in-person client inspections at our facility and virtual client inspections via live streaming.</p>
<p>71</p>	<p>If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.</p>	<p>If awarded an agreement, we will track a defined set of internal performance metrics to ensure the agreement is successful for both Sourcwell and participating agencies. Key metrics include:</p> <p>Contract Utilization and Participation Number of Sourcwell members purchasing under the agreement</p> <p>Total volume of projects and dollar value generated through the contract</p> <p>Customer Satisfaction Customer satisfaction surveys following project completion</p> <p>Repeat business and follow-on projects from participating agencies</p> <p>Service and Responsiveness Average response time to member inquiries and requests for proposals</p> <p>Internal escalation and issue-resolution tracking</p> <p>These metrics are reviewed regularly by management to identify trends, address opportunities for improvement, and ensure that the Sourcwell agreement delivers consistent value, quality, and responsiveness to participating members throughout the contract term.</p>

72	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The proposed Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	We are happy to offer a 2% administration fee to Sourcewell if awarded a contract.
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Table 6B: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
73	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	<p>CREO is a custom fabricator of signage and graphics, and as such, we do not have standard products/pricing. We price each sign or collection of signs (aka project) based on the client's desired specifications, taking into account the materials and labor required to produce the signage.</p> <p>To establish a price, CREO evaluates the design and determines what materials are required and how much of each material we will need. We then assess the labor hours required in each department – from our technical design staff (who creates the shop drawings) to the different fabrication departments, as well as the crating, shipping and installation required. We also provide Project Management services, which are typically about 8-10% of the overall cost of the project.</p> <p>All per man labor hours are multiplied by our standard labor rates (See table below) and added to the cost of the materials and any subcontracted elements of the project. We then apply a markup to arrive at the total price. CREO is extending a 10% discount on its labor rates for projects that come through Sourcewell.</p> <p>It is important to note that because CREO product solutions are not sold through a dealer distributor network, Sourcewell members will be buying at factory direct prices. There is no middleman markup on the price of the product. A "not to exceed" price reflecting a 10% discount will be provided on all orders and service.</p> <p>CREO PDF examples of signage types and price</p>

		<p>estimates are provided as an attached zip file.</p> <p>Pricing Details - Fabric Images & SEG Systems Product</p> <p>Fabric Images standard catalog product will be sold at list less 20% off current MSRP prices.</p> <p>SignPro catalog items from SEG Systems will be priced with a discount of 10% off current MSRP prices. Zip file includes both worksheets.</p> <p>An Excel priced worksheet is attached with line-item pricing for all catalog items.</p> <p>Custom made to order product pricing will be provided in the form of a written quote to the customer based on product materials. Freight, tariff surcharges (future consideration) and ancillary services provided such as design, delivery, and installation will be quoted separately to reflect the net customer price. Custom-made-to-order products will be priced on a cost-plus basis of "1.9X". This is 10% below our open market pricing formula. Orders will be accepted and processed for clients with approved credit. A deposit of 50% of the order total will be required when advance purchase of materials for custom, made-to order product is involved.</p> <p>Shipping/Freight and all ancillary services will be quoted separately.</p>
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Table 7A: Depth and Breadth of Offered Solutions (200 Points, applies to Table 7A and 7B)

Line Item	Question	Response *
74	Provide a detailed description of all the Solutions offered, including used Solutions if applicable, offered in the proposal.	<p>CREO Industrial Arts manufacturers custom Public Spaces and Building/Facility Signage; here is an outline of the sign categories, functions and use cases per our portfolio and 40 years of expertise.</p> <p>Category</p> <ul style="list-style-type: none"> • Architectural Signage, used for visual identity + wayfinding found in Building exteriors, lobbies, campuses • Interior Signage Systems, used for navigation + information , found in Office buildings, healthcare, transit • Display & Exhibit Fabrication, used for Engagement + experience, found in Museums, cultural spaces, public venues <p>•Turnkey Project Services and install support are available for simple and complex signage programs.</p> <p>In addition to physical products, we provide end-to-end services that support successful signage implementation:</p> <ul style="list-style-type: none"> • Design engineering and documentation — detailed drawings and specifications. • Project management and fabrication — bespoke production of signage systems at scale.

- Installation and coordination with other trades onsite.
- This full lifecycle service is particularly beneficial for complex public space and facility signage programs.

SEG Systems – Building and Facility Signage and Regulatory Signage Solutions

At the core of SEG Systems' offerings are custom silicone edge graphic (SEG) frames and displays — aluminum frame systems with high-resolution fabric graphics that stretch smoothly into place.

Typical Products

- Wall-mounted SEG frames – Sleek, modern signage for interiors (offices, lobbies, waiting areas, hallways).
- Light Boxes fall into this category; our UL-certified light boxes make graphics visible and striking in interiors.
- Snapping Signage falls into this category. SEG Snap! And Backlit Snap products feature snap-open aluminum frames with silicone-edge graphics and lighting for indoor and outdoor use.
- Freestanding SEG frames – Portable and temporary signage can act as wayfinding, directionals, or facility notices.
- Suspended SEG frames – Overhead signage hanging from ceilings, useful in large facilities or open-plan spaces.
- Custom shapes & 3D frames – Including corner frames, cube frames, and trigon displays for branded wayfinding or visual markers.

Relevance to Building & Facility Signage:

Our frame/display systems can serve directional, informational, and identity signage throughout facilities (e.g., lobby signs, office directories, pedestrian guidance).

Relevance to Regulatory Signage: SEG frames can be used to display regulatory messages (e.g., safety instructions, capacity notices, compliance postings, emergency procedure graphics) when paired with the appropriate printed graphics and media.

Custom Signage Solutions: We are a full-service custom manufacturer — designing, engineering, printing, and building solutions from concept through installation. Our custom metal fabrication, large format printing, lighting integration and custom millwork capabilities enables us to produce unique structures with integrated graphics, such as unique wayfinding systems, branded facility markers, ceiling signage, lobby experiential signage, and even exterior facade lightboxes.

Our products are not limited to retail, their versatility makes them suitable for a wide range of applications and environments such as Public Spaces & Malls, Corporate Offices, Transit Hubs, Educational Institutions, Healthcare Facilities and more.

Fabric Images – Building and Facility Signage as well as niche custom Regulatory/Safety Signage

Fabric Images specializes in custom printed fabric and acoustical felt solutions that combine visual communication, architectural integration, and acoustic performance. Products are well-suited for interior building signage, wayfinding, and design-forward regulatory applications.

We produce large-format digitally printed fabric graphics that support:

- Building and facility signage such as identity graphics, directories, wayfinding elements, and informational panels
 - Wall-mounted or integrated fabric graphics for lobbies, corridors, and public interiors
 - Lightweight, seamless visuals that align with modern architectural environments
- Our solutions allow signage and messaging to become part of the interior design rather than standalone rigid signs.
- Using Acusti-fi™ PET acoustical felt, we offer signage solutions that improve sound quality while delivering clear visual communication:
- Digitally printed acoustical felt panels with text, symbols, patterns, or regulatory messaging
 - Custom-cut and carved felt signage incorporating icons, wayfinding cues, or compliance graphics
 - Wall, ceiling, and partition-based applications that serve dual acoustic and signage functions

This is especially valuable in open offices, healthcare, education, and civic spaces where noise control and clarity are critical.

Our core value for signage lies in printed fabric and acoustical felt as alternatives to rigid signage, customization of graphics, shape, and scale and dual-purpose solutions that combine signage, branding, and sound control. This makes us a strong fit for modern building and facility signage programs, especially in environments where design quality and acoustics matter as much as compliance.

		Our strength in signage comes from our capability to combine advanced printing, specialty materials, and custom fabrication into cohesive, architectural solutions. We don't produce off-the-shelf signs, we produce highly customized, design-integrated signage systems.
75	Describe additional services you are proposing such as assembly, installation, design, maintenance, repair, and delivery.	<p>Together, our brands complement signage programs by offering varying depths of service — from turnkey design-build-install (CREO), to systemized deployment and refresh (SEG Systems), to material-specialist fabrication and replacement (Fabric Images). Services such as Design, Engineering & Detailing, Fabrication, Assembly/Pre-Assembly, Installation, Delivery & Logistics, Maintenance, Refresh/Change-Out are offered by each company.</p> <p>Refer to our services side-by-side comparison chart, attachment named Table 7A, Line 75.</p>
76	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	<p>With CREO, SEG Systems and Fabric Images, we offer a one-stop-shop for total signage needs. Specifically related to Public Spaces & Building / Facility Signage, these subcategory titles describe our products and solutions offering, standard and custom.</p> <ul style="list-style-type: none"> • Architectural signage & identity systems • Architectural fabric & acoustical Installations • Environmental graphics using multiple substrates • Public space installations • Civic, cultural & institutional signage • Large-scale custom fabrication for public spaces & museums • Large format graphics for public interiors • Integrated art, display & interpretive elements • Interior signage & graphics systems • Exterior building identification & branding • Wayfinding & navigation systems + directional graphic signage • Directory & destination signage • Campus & multi-building signage programs • Custom fabricated sign structures • Multi-site & scalable signage programs • Changeable graphic signage systems • Graphic-based regulatory signage • Changeable compliance & safety messaging • Illuminated safety & instructional displays

Table 7B: Depth and Breadth of Offered Solutions

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Subcategory	Offered *	Comments
77	Public Spaces, Parks and Trails- Signage designed to guide, inform, and educate visitors about the space such as:		<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>Creo Industrial Arts</p> <ul style="list-style-type: none"> • Visual identity + wayfinding • Navigation + information • Building exteriors, lobbies, campuses • Office buildings, healthcare, transit • Museums, cultural spaces, public venues • Public spaces, kiosks, directories • Complex signage programs <p>SEG Systems Custom Signage Solutions: We are a full-service custom manufacturer — designing, engineering, printing, and building solutions from concept through installation. Our custom metal fabrication, large format printing, lighting integration and custom millwork capabilities enables us to produce unique structures with integrated graphics, such as unique wayfinding systems, branded facility markers, ceiling signage, lobby experiential signage, and even exterior facade lightboxes.</p> <p>Fabric Images Fabric Images specializes in custom printed fabric and acoustical felt solutions that combine visual communication, architectural integration, and acoustic performance. Products are well-suited for interior building signage, wayfinding, and design-forward regulatory applications.</p>

78		Park and Trail Recreational Signage	<input checked="" type="radio"/> Yes <input type="radio"/> No	CREO Industrial Arts <ul style="list-style-type: none"> • Visual identity + wayfinding • Public spaces, kiosks, directories • Complex signage programs
79		Monument Signs	<input checked="" type="radio"/> Yes <input type="radio"/> No	CREO Industrial Arts <ul style="list-style-type: none"> • Architectural Signage • Building exteriors, lobbies, campuses
80		Community welcome marquees	<input checked="" type="radio"/> Yes <input type="radio"/> No	CREO Industrial Arts <ul style="list-style-type: none"> • Building exteriors, lobbies, campuses • Architectural Signage SEG Systems - Lightboxes, Illuminated Displays
81	Building and Facility Signage- Signage used for identification and directional purposes within and outside a building such as:		<input checked="" type="radio"/> Yes <input type="radio"/> No	CREO Industrial Arts <ul style="list-style-type: none"> • Building exteriors, lobbies, campuses • Architectural Signage • Interior Signage Systems • Public spaces, kiosks, directories SEG Systems Our frame/display systems can serve directional, informational, and identity signage throughout facilities
82		Wayfinding and Informational	<input checked="" type="radio"/> Yes <input type="radio"/> No	CREO Industrial Arts <ul style="list-style-type: none"> • Interior Signage Systems • Public spaces, kiosks, directories • Navigation + information SEG Systems Our frame/display systems can serve directional, informational, and identity signage throughout facilities (e.g., lobby signs, office directories, pedestrian guidance).
83		ADA-compliant signage (ex: braille and tactile lettering)	<input type="radio"/> Yes <input checked="" type="radio"/> No	These can be outsourced for the convenience of Sourcewell Members.
84		Fire safety and emergency evacuation	<input checked="" type="radio"/> Yes <input type="radio"/> No	SEG Systems/Fabric Images SEG frames can be used to display regulatory messages (e.g., safety instructions, capacity notices, compliance postings, emergency procedure graphics) when paired with the appropriate printed graphics and media.
85	Regulatory and Safety Signage- Signage intended to ensure safety and compliance in a public space or on a roadway such as:		<input type="radio"/> Yes <input checked="" type="radio"/> No	
86		Warning and hazard	<input type="radio"/> Yes <input checked="" type="radio"/> No	
87		Stationary traffic and pedestrian safety systems	<input type="radio"/> Yes <input checked="" type="radio"/> No	
88		Mile-markers, speed limit, civic, and rural address and street signage	<input type="radio"/> Yes <input checked="" type="radio"/> No	

89	Complementary products and services directly related to those solutions outlined above including but not limited to: assembly, installation, design, repair, maintenance, bi-lingual signage, beacons, custom solutions, posts, bases, signage structures, mount fixtures, illuminated stationary signage, LED enhanced, and specialty signage.		<input checked="" type="radio"/> Yes <input type="radio"/> No	Complementary products include: Custom fabricated structures & enclosures (Bases, pylons, frames, housings for monument signs and marquees) Interpretive & educational elements (Panels, exhibits, storytelling installations for parks, trails, and civic spaces) Public art & sculptural features (Integrated with signage to create landmarks and placemaking moments) Architectural metal, wood, and mixed-material features (Railings, screens, gateways, portals tied to wayfinding systems) Integrated lighting elements (Illumination for monument signs, pathways, and informational signage) Complementary Services include: Design-assist and concept development Engineering and detailing for outdoor and public environments & building interiors Prototyping and mockups Custom fabrication and pre-assembly Installation and site coordination Refurbishment, repair, and rebranding support
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Table 8: Exceptions to Terms, Conditions, or Specifications Form

Line Item 90. NOTICE: To identify any exception, or to request any modification, to Sourcewell standard Master Agreement terms, conditions, or specifications, a Proposer must submit the proposed exception(s) or requested modification(s) via redline in the Master Agreement Template provided in the “Bid Documents” section. Proposer must upload the redline in the “Requested Exceptions” upload field. All exceptions and/or proposed modifications are subject to review and approval by Sourcewell and will not automatically be included in the Master Agreement.

Do you have exceptions or modifications to propose?	Acknowledgement *
	<input type="radio"/> Yes <input checked="" type="radio"/> No

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”

- [Pricing](#) - Pricing - Table 6B.zip - Monday December 22, 2025 16:15:15
- Financial Strength and Stability (optional)
- [Marketing Plan/Samples](#) - Marketing Material Examples - Table 4.zip - Monday December 22, 2025 16:16:10
- [WMBE/MBE/SBE or Related Certificates](#) - Certifications - Table 2A.zip - Monday December 22, 2025 11:41:56
- [Standard Transaction Document Samples](#) - Transactional Document Samples - Table 5A - Line 43, 46 - Tables 6A, Lines 58, 60.zip - Monday December 22, 2025 11:42:10
- Requested Exceptions (optional)
- [Upload Additional Document](#) - Additional Documents - References, Services Comparison.zip - Monday December 22, 2025 11:42:35

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.

3. The Proposer certifies that:

(1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-

(i) Those prices;

(ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and

(3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.

5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.

6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.

7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

8. Proposer its employees, agents, and subcontractors are not:

1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;

2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or

3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Natalie Whited, Enterprise VP of Marketing, Orbus LLC (Orbus Visual Communications Group)

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

Yes No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_3_Permanent_Fixed-Message_Signage_RFP_122325 Tue December 16 2025 09:39 AM	<input checked="" type="checkbox"/>	1
Addendum_2_Permanent_Fixed-Message_Signage_RFP_122325 Wed November 19 2025 11:50 AM	<input checked="" type="checkbox"/>	2
Addendum_1_Permanent_Fixed-Message_Signage_RFP_122325 Tue November 11 2025 08:58 AM	<input checked="" type="checkbox"/>	2