

From: Haltiwanger, Katherine

To: Veldran, Katherine <KatherineVeldran@gov.sc.gov>

Card, Rachel <RachelCard@gov.sc.gov>

Date: 12/11/2013 1:48:42 PM

Subject: FW: Quote for Signage and Directory for Edgar Brown Building

Attachments: INVOICE#31131.pdf

SC Just Right Logo (2).ps

FYI...do we have any use for this? They are willing to cut as a deal. I don't see any need... maybe Commerce?

From: Yvette Sistare [mailto:ysistare@scprt.com]

Sent: Wednesday, December 11, 2013 10:38 AM

To: Haltiwanger, Katherine

Subject: Quote for Signage and Directory for Edgar Brown Building

Katherine,

We bid the sign for the first floor entrance of the Edgar Brown Building. However, the contractor measured incorrectly and the 'South Carolina Just Right' logo will not fit in the space designated. They are making it right since it was their mistake. However, they now have very nice polished gold aluminum letters for the logo that cannot be used for our sign. The Governor's Office may have a place for it. The vendor will give very favorable pricing. All the information is below. Let me know if you have any questions.

Attached is a copy of the bid. The bid calls for mounting the letters to a back board but you can mount directly to the wall. The top sign is the one I am referring to which is the South Carolina Just Right logo. I am also attaching the logo showing the image that was cut. Dana Jacobs at Sign it Quick contact information is below.

Here is a link to the logo's just in case you can't open the file. It will be the first logo on the page. <http://www.scprt.com/our-partners/logousage/logos.aspx>

Thank you,

Yvette Sistare

Finance Director

South Carolina Department of

Parks, Recreation, & Tourism

1205 Pendleton Street

Suite 517

Columbia, South Carolina 29201

Phone: (803)734-1759

Mobile: (803) 622-1229

Fax: (803) 734-0671

Email: YSistare@scprt.com



From: Dana Jacobs [mailto:Dana@7312001.com]

Sent: Monday, November 11, 2013 10:34 AM

To: James Jackson

Cc: Yvette Sistare

Subject: RE: Quote for Signage and Directory for Edgar Brown Building

Good morning!

That is great news this morning! I am very excited about working on this project!

I am attaching the invoice for your records. As of right now, our tentative install date will be the first week of December. If that should change I will definitely let you know.

Everything looks good with your art work and we will forward a proof of the directory, for your approval, as soon as our art department has the layout ready.

Thanks again!

Dana

Dana Jacobs, Project Manager

Sign It Quick

803-731-2001

www.SignItQuick.com

From: James Jackson [<mailto:jjackson@scprt.com>]

Sent: Friday, November 8, 2013 4:47 PM

To: Dana Jacobs

Cc: Yvette Sistare

Subject: RE: Quote for Signage and Directory for Edgar Brown Building

Dana,

You were the successful bidder for the signage and directory. Attached is the purchase order for the projects.

Thanks.

James H. Jackson, CPPO
Procurement Manager
SC Department of Parks, Recreation & Tourism
1205 Pendleton Street, Suite 517
Columbia, SC 29201

Phone: (803) 734-1302



From: Dana Jacobs [<mailto:Dana@7312001.com>]

Sent: Wednesday, November 06, 2013 4:01 PM

To: James Jackson

Cc: Yvette Sistare

Subject: Quote for Signage and Directory for Edgar Brown Building

Good afternoon,

Please find attached the estimate for the dimensional letters and directory for the 1st floor lobby of the Edgar Brown Building. I am also attaching a layout showing the sizing of the letters for the directory. Based on the 54" length, each panel would have an actual printing height of 3.838". Using the longest line of copy, we found that the letters will be

1 ¾" tall.

Please feel free to call with any questions!

Thank you so much and I look forward to hearing from you.

Dana

Dana Jacobs, Project Manager

Sign It Quick

803-731-2001

www.SignItQuick.com