

**DISABILITY PARKING PERMIT AND
PARKING PERMIT EXPIRATION DECAL
SPECIFICATIONS**

1.1 Description of Work.

The work to be performed by the Contractor shall be for the furnishing and delivering of long term disability parking permits (placards), temporary disability parking permits (placards), and parking permit expiration decals as specified herein.

1.2 Material Requirements.

1. Long Term Disability Placards.

The material for the long term disability placards shall be a High-Density Polyethylene, thirty-five (35) mil in thickness, or approved equivalent.

A sample of the material is available at the Disability and Communication Access Board (DCAB), 1010 Richards Street #118, Honolulu, HI 96813 for inspection by prospective bidders.

If an equivalent material other than specified is to be submitted, a sample and the specifications of the equivalent material must be submitted with the bid.

2. Temporary Disability Placards.

The material for the temporary disability placards shall be a High-Density Polyethylene, thirty-five (35) mil in thickness, or approved equivalent.

A sample of the material is available at the Disability and Communication Access Board (DCAB), 1010 Richards Street #118, Honolulu, HI 96813 for inspection by prospective bidders.

If an equivalent material other than specified is to be submitted, a sample and the specifications of the equivalent material must be submitted with the bid.

3. Parking Permit Expiration Decals.

The material for the parking permit expiration decal shall be resistant to cracking, peeling, blistering or temperature change when applied to a parking placard of not less than sixty (60) months under normal conditions of use.

Decals shall be flexible and of such composition that once applied, it cannot be removed intact. Decal material shall be white 3M Scotchlite Validation Security Sheeting #5470ER or equal.

1.3 Fabrication Requirements.

1. Long Term Disability Placards.

- A. The overall dimension shall be 4" width x 9" length.
- B. The placement and size of the printed words and cut-out shall conform to attached Exhibit A. Refinement of the actual size/type of lettering/numbers and the exact placement of the words/numbers and cut-out shall be finalized by the State in consultation with the Contractor.
- C. The background color of the placards shall be blue. The exact shade shall be determined by the State in consultation with the Contractor.
- D. The text, International Symbol of Access, and decal box outlines shall be white.
- E. The placards shall be printed on the front and back as shown on attached Exhibit A.
- F. The placards cut-out hole for the rear-view mirror stem shall be designed as shown on attached Exhibit A.
- G. The placards shall be numbered sequentially beginning with P-256-701

2. Temporary Disability Placards.

- A. The word "TEMPORARY" shall be printed in the size and location as shown attached Exhibit B.
- B. The overall dimension shall be 4" width x 9" length.
- C. The placement and size of the printed words and cut-out shall conform to attached Exhibit B. Refinement of the actual size/type of lettering/numbers and the exact placement of the words/numbers and cut-out shall be finalized by the State in consultation with the Contractor.
- D. The background color of the placards shall be red. The exact shade shall be determined by the State in consultation with the Contractor.
- E. The text, International Symbol of Access, and decal box outlines shall be white.
- F. The placards shall be printed on the front and back as shown on attached Exhibit B.
- G. The placards cut-out hole for the rear-view mirror stem shall be designed as shown on attached Exhibit B.
- H. The placards shall be numbered sequentially beginning with T-174-001

3. Parking Permit Expiration Decals.

A. Adhesive and Protective Liner

1. The pre-coated pressure sensitive adhesive shall form a durable bond to clean, dry surfaces for the life of the decal.
2. The adhesive shall not exude from edges of the finished decal so as to cause stacked pieces to stick together while packaged in shipment and distribution.
3. The protective liner attached to the adhesive shall be removed by peeling without soaking in water or other solvents and shall be easily removed by a scallop score backside to bend and peel the decal after accelerated storage for four hours at 150 degrees F (66 degrees C) under weight of 2.5 pounds per square inch (0.17 kg/cm squared).
4. The protective liner shall be of eighty (80) pound basis weight paper and total thickness of decal, adhesive and liner shall not exceed 0.012 inch (0.305 mm).

B. Security Marks

The decals shall have security marks that make unauthorized decal reproduction extremely difficult.

To assure the goods are recognizable, all security marks for use on the month decal (2.0" width x 1.25" length) shall be separated by no more than 0.50 inch.

To assure the goods are recognizable, all security marks for use on the year decal (1.25" width x 1.25" length) shall be separated by no more than 0.75 inch.

The security marks on the month and year decals shall also meet the following additional requirements:

1. Daylight: Shall be readily discernible when viewed under diffuse daylight conditions from a distance of ten (10) feet.
2. Non-Removable: Shall not be removable by chemical or physical means from the face surface of the finished decal applied or unapplied, without irreparable damage to the decal.

Parking Permit Expiration Decals (cont.)

C. Design, Color and Size

Month

1. The size, shape, and design of the month decals, as well as the size and position of all printing, shall be in strict conformity with the attached exhibit C (month) and manufactured meeting the following requirements:
 - A. The month decals (2.0" width x 1.25" length) are to be printed in black on a white background.
 - B. The letters shall be in 60-point Arial, bolded, and centered on the decal with equivalent margins above and below the text.

There are a total of twelve (12) month decals.

Stripe in large JAN
Stripe in large FEB
Stripe in large MAR
Stripe in large APR
Stripe in large MAY
Stripe in large JUN
Stripe in large JUL
Stripe in large AUG
Stripe in large SEP
Stripe in large OCT
Stripe in large NOV
Stripe in large DEC

Year

1. The size, shape, and design of the year decals, as well as the size and position of all printing, shall be in strict conformity exhibit D (year) and manufactured meeting the following requirements:
 - A. The year decals (1.25" width x 1.25" length) are to be printed in black on a white background.
 - B. The numbers shall be in 60-point Arial, bolded, and centered on the decal with equivalent margins above and below the numbers.

There is a total of two (2) year decals.

Stripe in large 25
Stripe in large 31

Parking Permit Expiration Decals (cont.)

Color

1. The color of the decals shall be processed as follows:
 - A. Black lettering and numbers, Scotchlite Process Color No. 705 Black or equal.
- D. Workmanship
 1. All workmanship shall be done in accordance with generally accepted decal standards.
 2. The colors shall be resistant to fading, cracking, peeling, and moisture for not less than sixty (60) months.

1.4 Number of Units.

1. **Long Term Disability Placards:** 22,000
2. **Temporary Disability Placards:** 8,000
3. **Parking Permit Expiration Decals:**

Total of 124,700. Per month, year and units as described below.

JAN:	4,000 units
FEB:	3,200 units
MAR:	4,500 units
APR:	3,000 units
MAY:	2,000 units
JUN:	5,000 units
JUL:	5,500 units
AUG:	6,000 units
SEP:	5,500 units
OCT:	6,500 units
NOV:	5,000 units
DEC:	4,500 units
25:	5,000 units
31:	65,000 units

1.5 Warranty

1. Long Term Disability Placards.

Minimum period of durability of the long term disability placards under normal conditions of use shall be not less than five (5) years from the time of issuance to the public.

The Contactor shall also certify that all placards furnished conform to the specifications contained herein and shall replace all non-conforming items with others meeting these specifications without cost to the State.

If, after meeting these specifications, placards become deteriorated under normal conditions of use, the Contractor shall replace the placards at no cost to the State.

2. Temporary Disability Placards.

Minimum period of durability of the temporary disability placards under normal conditions of use shall be not less than five (5) years from the time of issuance to the public.

The Contactor shall also certify that all placards furnished conform to the specifications contained herein and shall replace all non-conforming items with others meeting these specifications without cost to the State.

If, after meeting these specifications, placards become deteriorated under normal conditions of use, the Contractor shall replace the placards at no cost to the State.

3. Parking Permit Expiration Decals.

Minimum period of adhesive property shall be not less than sixty (60) months.

The manufacturer shall certify that all decals furnished conform to these specifications. The manufacturer shall replace all defective items with others meeting these specifications without cost to the State.

1.6 Proof.

Prior to award notification, the responsive, responsible bidder with the lowest total sum bid shall submit a proof of the long-term disability placards, temporary disability placards, and parking permit expiration decals to the DCAB office for approval.

DCAB reserves the right to make minor modifications before approving the proof. The state reserves the right to make minor copy changes after reviewing the sample.

Only after approval of the DCAB Executive Director shall the contractor be able to print the placards and decals.

1.7 Packaging.

1. Long Term Disability Placards:

The long term disability placards shall be packaged in such a manner as to prevent sticking or damaging of printed surface while in transit or storage.

Each placard shall be wrapped in stacks of 100 placards and sealed in cartons not to exceed five hundred (500) placards per carton.

Each carton shall have a packing list on the outside indicating the type, amount, and sequential numbering (e.g.: P-xxx-xxx to P-xxx-xxx) of placards contained therein.

The carton dimensions shall not exceed 12" length x 9" width x 10" depth.

2. Temporary Disability Placards:

The temporary placards shall be packaged in such a manner as to prevent sticking or damaging of printed surface while in transit or storage.

Each placard shall be wrapped in stacks of 100 placards and sealed in cartons not to exceed five hundred (500) placards per carton.

Each carton shall have a packing list on the outside indicating the type, amount, and sequential numbering (e.g.: T-xxx-xxx to T-xxx-xxx) of placards contained therein.

The carton dimensions shall not exceed 12" length x 9" width x 10" depth.

3. Parking Permit Expiration Decals:

The month of **JAN** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The month of **FEB** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The month of **MAR** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The month of **APR** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

Parking Permit Expiration Decals cont.

The month of **MAY** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The month of **JUN** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The month of **JUL** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The month of **AUG** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The month of **SEP** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The month of **OCT** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The month of **NOV** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The month of **DEC** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The year **25** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

The year **31** decals shall be packed in cartons, not to exceed one hundred (100) decals per carton. The contents of each carton of decals are to be plainly indicated on the outside of each carton.

1.8 Delivery.

Delivery must be completed within sixty (60) calendar days of receipt of each printing order from the Disability and Communication Access Board. Delivery shall be made to the Disability and Communication Access Board, 1010 Richards Street, Room 118, Honolulu, HI 96813.

1.9 Security Measures.

The Contractor must provide adequate security measures and supervision to protect the placards and decals while in storage from theft or loss to prevent unauthorized and illegal use of placards.

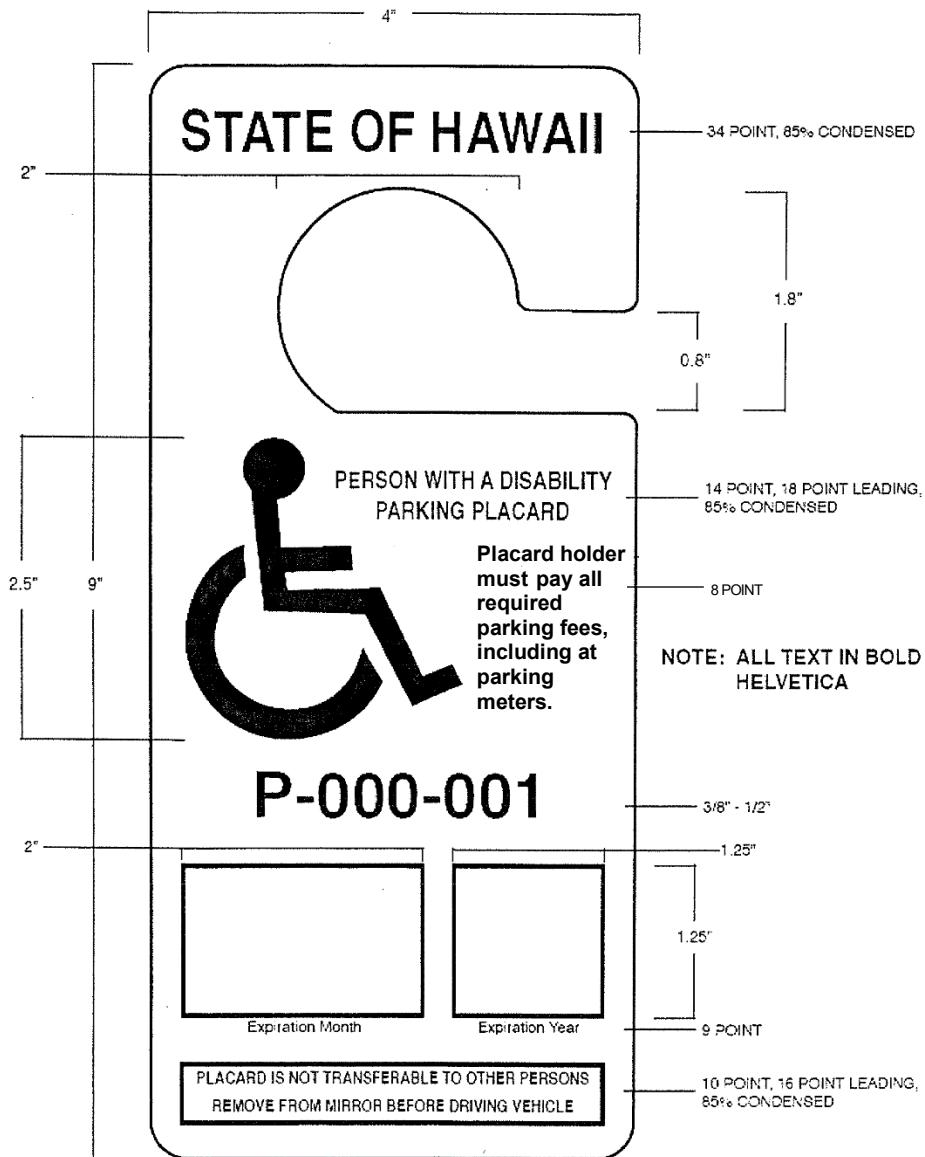


EXHIBIT A - FRONT

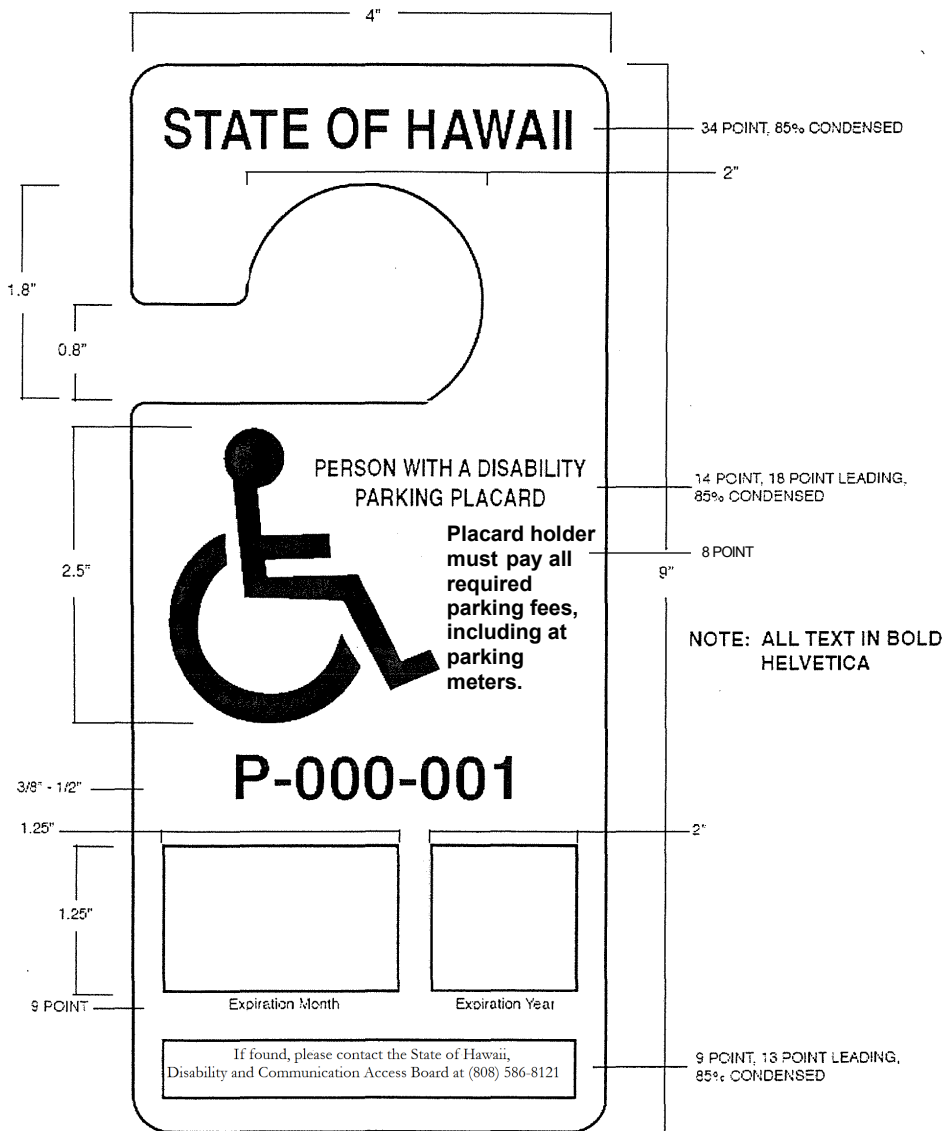


EXHIBIT A - BACK

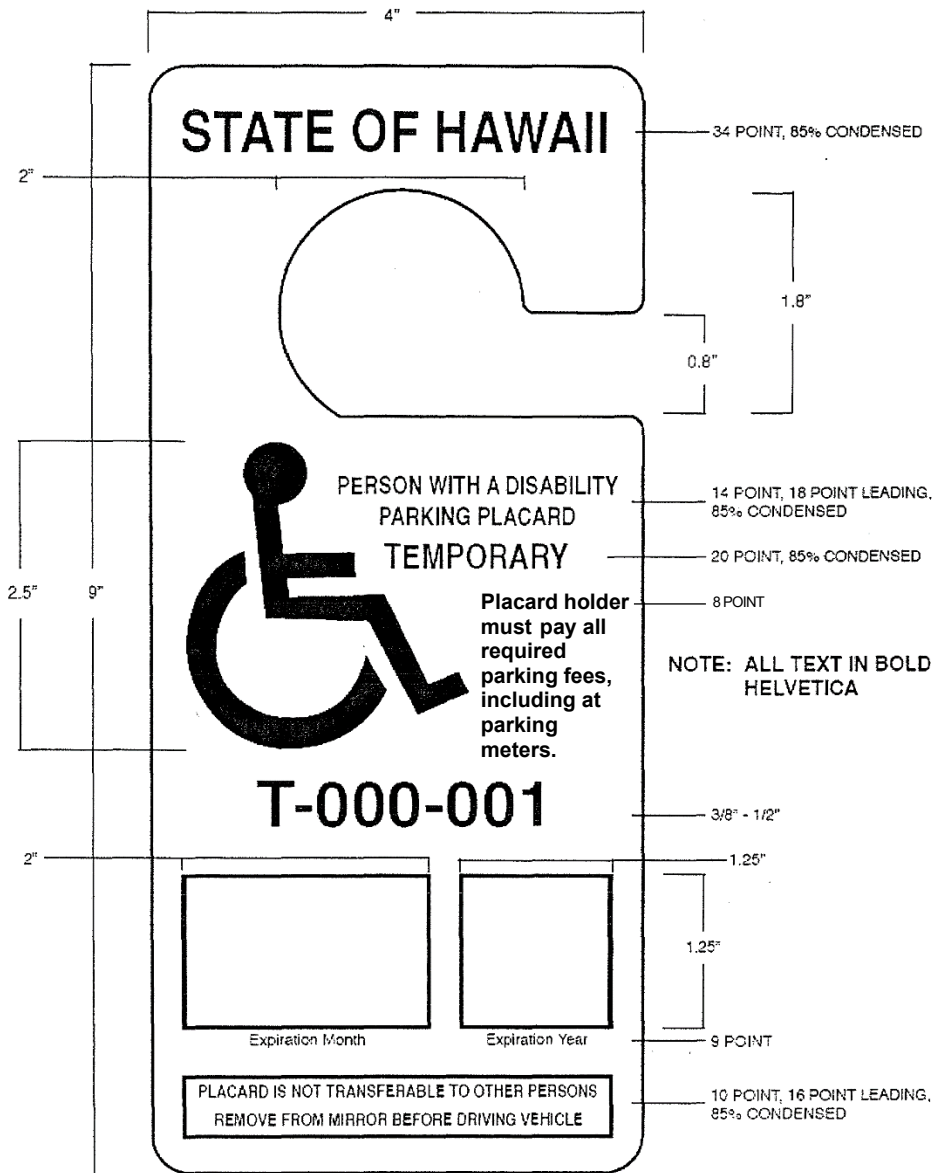


EXHIBIT B - FRONT

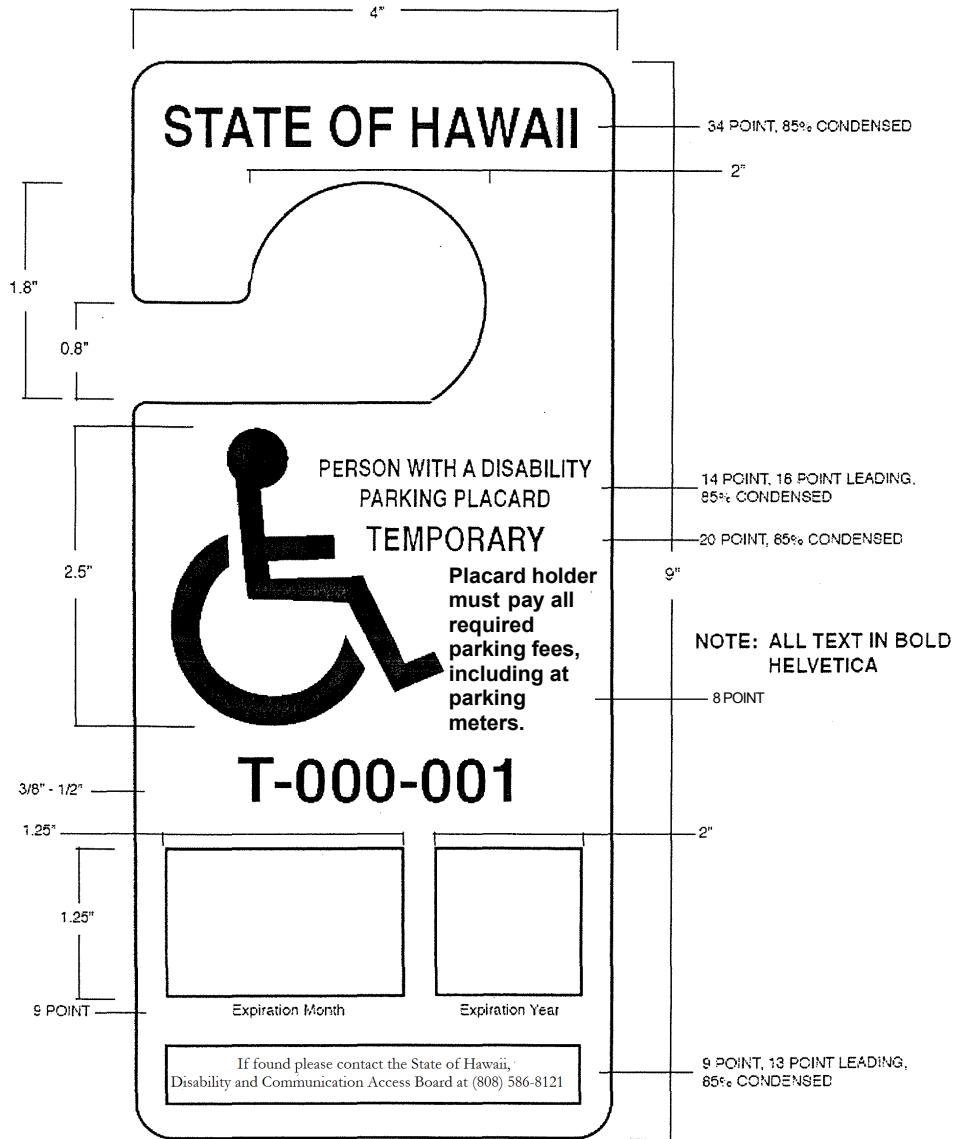


EXHIBIT B - BACK

MONTH DECALS

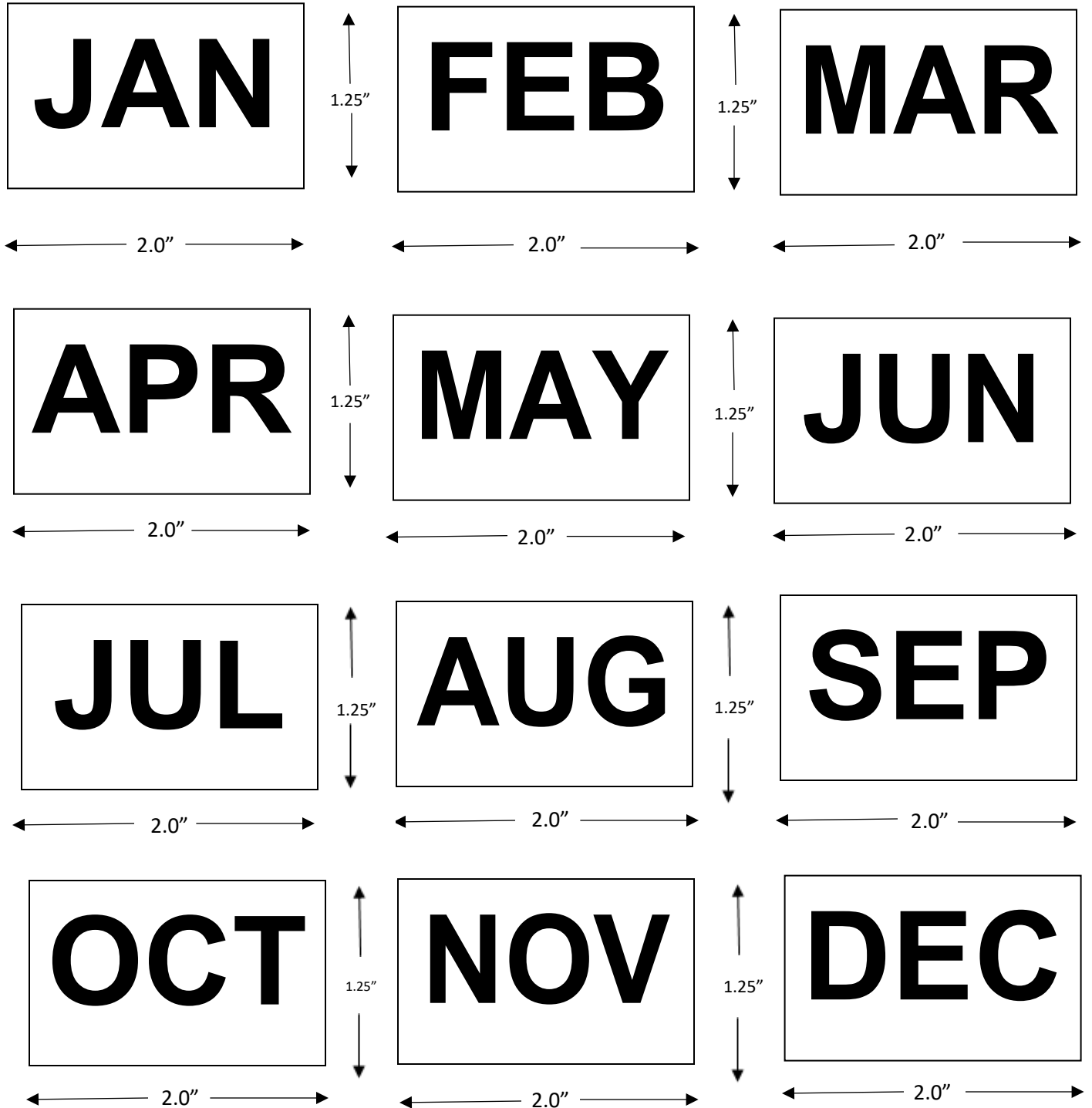


EXHIBIT C

YEAR DECALS

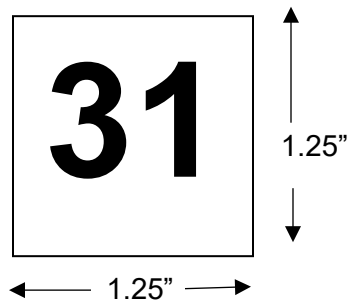
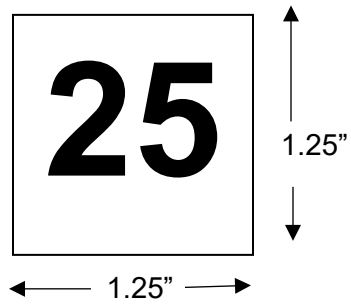


Exhibit D