



# PRE-BID MEETING

EXTERIOR GRAPHIC INSTALLATION FOR THE WOODLANDS EXPRESS COACH  
BUSES

CONTRACT NUMBER C-2026-0524

SEPTEMBER 14, 2026, 2:00 PM CDT

# AGENDA

- General Review of the Scope of Work
- Review of IFB and Key Bid Requirements
- Schedule
- Questions and Answers

# SCOPE OF WORK

- The Township is seeking qualified firms to provide all labor, materials and tools to provide full bus wraps for 39 vehicles for the current fleet and new fleet of over-the -road coaches.
- Contractor shall perform the following activities under this contract:
  - Task 1 – Removal of previous bus wrap on 25 vehicles
  - Task 2 – Fabricate and print bus wraps
  - Task 3 – Install of 39 new bus wraps
- 14 previously wrapped, over-the-road coach vehicles
- 25 new over-the-road coach vehicles, currently being manufacturer by MCI

# SCOPE OF WORK

- Selected Contractor to fabricate and make ready for installation for installation in the exterior of the buses
- Selected Contractor must submit a rendering of the wrap prior to installation and may not commence work until the design is approved by the Director
- Materials shall be a 3M vehicle-grade wrap materials or approved equal
- Installation of the bus wraps must take place at the First Class Transportation bus yard at 12703 Eastex Fwy, Houston, TX 77039
- Selected Contractor must coordinate with First Class Transportation on the work done on site at their facility

PROJECT #13693

Date: January 4, 2016

OPTION 1A

FINAL



# SCOPE OF WORK - FLEET

THE CURRENT FLEET IS 25 2016/2017 MOTOR COACH INDUSTRIES (MCI) MODEL D4500 COMMUTER COACHES.

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## File Information

Customer: The Woodlands Township  
File: 13693 THEWOO MCI D4505CT 2015 WITH LIFT#1A KIT001  
Archive: Xx  
Scale: 1:1 Designer: MR Spec: RP  
Notes:

## Color Specifications

Process digital Pantone Vinyl  
Base Colour white  
PMS 7483  
PMS 174  
PMS 7495  
PMS 346

## Customer Approval

This rendition is an artistic representation of what your graphics will look like. Turbo Images reserves the right to slightly modify certain measurements and/or areas to accommodate production and installation. As this color rendition is generated by computer, the colors may vary slightly from actual decal material.

I approve this design. Turbo Images is not responsible for typographical errors.

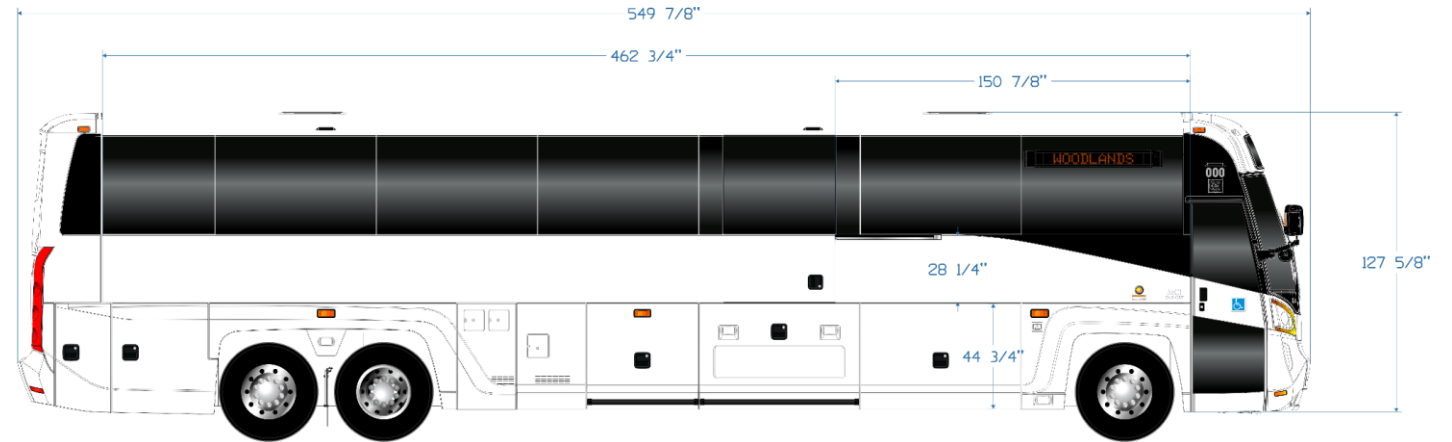
X

AUTHORIZED SIGNATURE

DATE

# SCOPE OF WORK - FLEET

THE NEW FLEET IS 25 MCI D45 CRT VEHICLES. THE DIAGRAM PROVIDED BY MCI WITH THEIR PERMISSION.



Customer Approval  
SIGNED BY: \_\_\_\_\_

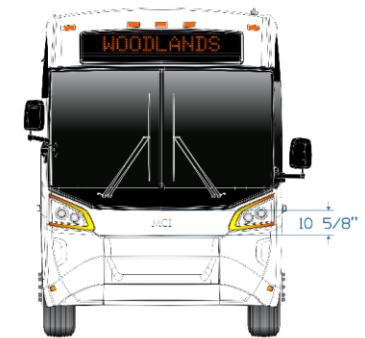
THE WOODLANDS TOWNSHIP  
(WOODLANDS, TX)

SR NUMBER: SR-61199  
DATE: JUNE 23, 2026  
CONTACT: JEFFREY ROBINSON

PRELIMINARY

Reference: Proposal #5 (25) D45CRT

This version is an artistic representation of what the coach will look like. Certain details may vary and the coach may not be identical to the actual product. All dimensions are generated by computer. The coach may vary slightly from the actual product. Please refer to the actual product for more information. As per MCI specifications, a standard set of wheel pants must accompany all coaches to protect other than wheels.



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# PROPOSED DESIGN



# PROPOSED DESIGN



# IFB SUBMISSION REQUIREMENTS

- One (1) hard copy by 1:00 PM CDT on September 30, 2026
  - Hard copies must be sent to The Woodlands Township, 2801 Technology Forest Blvd, The Woodlands, TX 77380
    - If providing a hard copy submission, please state “ATTN: Ryan Deckert” on the front of the envelope.

# PROPOSAL SUBMISSION REQUIREMENTS

- Please create one document with the following items:

**Exhibit A – Bid Tabulation**

**Exhibit B – Bid Certifications**

**Exhibit C – Addendum Acknowledgement**

**Exhibit D – Conflict of Interest Questionnaire**

**Exhibit E – References**

**Exhibit F – Statement of Qualifications**

**Exhibit G – Subcontractors**

**Exhibit H – Insurance Requirements**

**Exhibit I – FTA Clauses**

# SCHEDULE

| Schedule of Events                                               | Date                             |
|------------------------------------------------------------------|----------------------------------|
| Invitation for Bid Release Date                                  | September 2, 2026                |
| Non-Mandatory Pre-Bid Meetings and On-Site Vehicle<br>Open House | September 14, 2026, 2:00 PM CDT  |
| Questions or Request for Deviations Due                          | September 18, 2026, by 5:00 p.m. |
| Township Responses to Questions and Deviation                    | September 23, 2026               |
| IFB Proposals Due Date                                           | September 30, 2026, by 1:00 p.m. |



# QUESTIONS AND ANSWERS

All questions will be recorded and added to an Addendum.





THANK YOU FOR YOUR  
PARTICIPATION!