



# Sign Inspection Guidance Document

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Materials and Tests Division

This document serves as a guide to assist District inspection staff in verifying acceptable quality and workmanship of signs received at the project site. Sign inspection for defects or damage is best performed at night since viewing signs at night will better highlight any defects or damage on the sign.

### *Appearance*

- Signs must conform to the messages, sizes, types, and colors shown on the plans and must be free of buckles, warps, burrs, dents, cockles, misaligned panels or other defects.
- Messages and backgrounds must be free from runs, sags, streaks or voids and must have clean sharp edges.
- Sign background and legend must exhibit uniform color and reflectivity. (See Figure 1)



Figure 1: These signs do not exhibit uniform color and reflectivity during the day and at night.

- Completed sign faces must provide a neat and balanced appearance and must have no mars, scars, or other damage. (See Figure 2)



Figure 2: Day time and night time appearance of damaged signs.

## Sign Identification Decals

Every sign must be furnished with a Sign Identification Decal. Sign Identification Decals must meet the requirements of Standard Specification Item 643, "Sign Identification Decals", and must be punch-coded in accordance with Item 643. After decals have been coded by the sign fabricator, they must be affixed to the sign back in the lower left hand corner such that the sign support will not block the view of the decal.

The District may choose to punch code the installation date (Lines 8 – 12) after the signs have been installed.

Texas Department of Transportation													
C	Fabrication Date											T	1
J	F	M	A	M	J	J	A	S	O	N	D		2
	201		202		203		204		205				3
	0	1	2	3	4	5	6	7	8	9			4
Sheeting MFR - Substrate													
A	B	C	D	E	F	G	H	J	K	L	M		5
Film MFR													
A	B	C	D	E	F	G	H	J	K	L	M		6
Sheeting MFR - Legend													
A	B	C	D	E	F	G	H	J	K	L	M		7
Installation Date													
				0	1	2	3						8
	0	1	2	3	4	5	6	7	8	9			9
J	F	M	A	M	J	J	A	S	O	N	D		10
	201		202		203		204		205				11
	0	1	2	3	4	5	6	7	8	9			12
Name of Sign Fabricator City and State													13

Figure 3: Illustration of Sign Identification Decal per Item 643.

**Note:** Sign Identification Decals are required on all signs for traceability. This is to ensure that the sign meets the warranty requirements of DMS-8300.

## *Storage & Handling*

The Contractor is to ship, handle, and store completed signs so that corners, edges, and faces are not damaged. Damage to the sign face that is not visible when viewed at a distance of 50 ft., night or day, will be acceptable. Replace unacceptable signs.

All finished signs are to be stored off the ground and in a vertical position until erected. Finished flat-sheet aluminum substrate signs are to be stored in a weatherproof building. Extruded aluminum substrate signs may be stored outside.

Figure 4: The signs to the right are properly stored:



Figure 5: The signs below are not properly stored:



## *Documentation*

The Contractor must provide the following Sign Fabricator's documentation with each shipment of furnished signs:

- A notarized original of the Signing Material Statement (Form 2273) with the attached material certifications for verification of compliance, and
- A notarized certification stating that the completed signs were fabricated in accordance with the plans and specifications.

The following pages show examples of this documentation.



Form 2273  
 (Rev. 10/11)  
 (Replaces SI-15-99)  
 Page 1 of 1

# SIGNING MATERIAL STATEMENT

FABRICATOR: Road Sign Fabricators, Inc.

COUNTY: Williamson County

ADDRESS: 112 Alum Street  
Emerald, TX 71000

PROJECT: STP 2016(384)MM

CONTROL: 0015-09-173

Material Description	Producing Mill or Manufacturer	Model Number (for Sign Face Materials only)	Heat/Coil or Lot Number	Specification
100 sq ft Green Sheeting	Prism Sheeting, Inc.	T-6308	1L0179gr	DMS-8300
20 sq ft White Sheeting	Prism Sheeting, Inc.	T-6305	1m0248wh	DMS-8300
100 sq ft Extruded Aluminum	Aluminum Extruders, Inc.		11021	ASTM B221, 6063-T6

This is to certify that the materials listed in this statement are in conformance with the governing specification(s). The attached documentation is offered as proof of conformance with the governing specification(s). Certifications for the signing hardware, i.e., screws, bolts, nuts and washers (reference Departmental Specification DMS-7120), furnished to this project shall be kept on file by this fabricator and shall be available for review by the department upon request.

Signing hardware:  Is being furnished by this fabricator.  
 Is not being furnished by this fabricator.

**I declare under penalty of perjury under the laws of the United States of America and the State of Texas that the foregoing is true and correct and that I am authorized to sign for the Firm listed below.**

**Kelly Green**  
Digitally signed by Kelly Green  
 DN: cn=Kelly Green, o=Road Sign Fabricators, Inc.,  
 ou=Quality Control, email=kelly.green@rsf-dotgov.com, c=US  
 Date: 2017.04.18 15:24:00-0500

Apr 10, 2017  
 Date

(Authorized Corporate Official Signature)

Kelly Green - Quality Control Manager  
 (Type or Print - Name and Title)

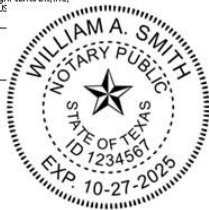
Road Sign Fabricators, Inc.  
 (Firm Name)

Subscribed and sworn to before me

this 10 day of April, 2017

Notary Public: William A. Smith  
Digitally signed by William A. Smith  
 DN: cn=William A. Smith, o=Road Sign Fabricators, Inc.,  
 ou=Quality Control, email=william.smith@rsf-dotgov.com, c=US  
 Date: 2017.04.18 15:24:00-0500

My Commission Expires: Oct 27, 2025



**Prism Sheeting, Inc.**

231 Dawkins Road

Winthrop, TX 12378

Phone: (555) 555-1234

Road Sign Fabricators, Inc.

112 Alum Street

Emerald, TX 71000

4/10/2017

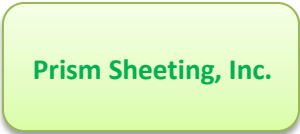
P.O. #: 65498

Invoice#: 23156

Order #: M23258

We hereby certify that the Prism Sheeting, Inc. retroreflective sheeting identified herein complies with the Texas Department of Transportation DMS-8300 as listed below:

<b>Product Code</b>	<b>Color</b>	<b>Size (W x L)</b>	<b>Quantity</b>	<b>Lot #</b>	<b>Type</b>
T-6308	Green	12 x 100	10 rolls	1L0179gr	C



231 Dawkins Road  
Winthrop, TX 12378  
Phone: (555) 555-1234

Road Sign Fabricators, Inc.  
112 Alum Street  
Emerald, TX 71000

4/10/2017

P.O. #: 65498

Invoice#: 23156

Order #: M23258

State: TX

To Whom It May Concern:

We hereby certify that the Prism Sheeting, Inc. retroreflective sheeting identified herein complies with the Texas Department of Transportation DMS-8300 as listed below:

Product Code	Color	Size (W x L)	Quantity	Lot #	Type
T-6305	White	12 x 100	10 rolls	1m0248wh	D

## Aluminum Extruders, Inc.

1233 Newman Drive; Clear Creek, Texas 89632 Phone: (555)555-3258

### Certified Mill Test Report

Customer: Road Sign Fabricators, Inc.

P.O. Number: 23582

Bill of Lading Number: 65695

Date Shipped: April 1, 2017

Item: 12" Aluminum Extrusions

Quantity: 10

#### Tensile Test Results:

Part	ASTM	Alloy	Heat Number	Test Number	Tensile Strength (ksi)	Yield Strength (ksi)	Elongation % (in 2 inches)
12" extrusion	B221	6063-T6	11021	2315	34.4 ksi	30.3 ksi	13%

#### Chemical Test Results:

Silicon (Si)	Iron (Fe)	Copper (Cu)	Manganese (Mn)	Magnesium (Mg)	Chromium (Cr)	Zinc (Zn)	Titanium (Ti)	Vanadium (V)	Other Each	Other Total	Aluminum (Al)
.2	.35	.1	.1	.45	.1	.1	.1	.1	.1	.1	98.2

We hereby certify that each lot has been sampled, tested, and inspected in accordance with this specification and has met the requirements.

# Certificate of Conformance

County: Williamson

Project Number: STP 2016(384)MM

CSJ: 0015-09-173

We hereby certify that the completed signs for the above referenced project were fabricated in accordance with the plans and specifications.

Authorized Corporate Official Signature:

Name and Title: Kelly Greene

Date: April 10, 2017

Firm Name: Road Sign Fabricator, Inc.

Subscribed and sworn to before me

this 10<sup>th</sup> day of April, 2017

Notary Public: \_\_\_\_\_

My commission Expires: 10/27/2025