



**Request for City Council Committee Action  
From the Departments of Public Works and Procurement**

**Date:** September 16, 2008  
**To:** Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee  
**Referral to:** Honorable Paul Ostrow, Chair Ways & Means Committee

**Subject: Approval of Official Publication No. 7014 - Bids for Internal Illumination Signs**

**Recommendation:**

Acceptance of the low bid of Schad Tracy Signs, Inc. in the amount of \$ 42,446.00 to furnish, deliver and install internal illumination signs, as follows:

Haaf Ramp	Lump Sum	\$ 20,806.00
Government Center Ramp	Lump Sum	\$ 21,640.00

Terms are net 30 days with completion 80 days after receipt of Notice to Proceed. F.O.B.: Destination.

Further recommend proper Officers be authorized and directed to execute a contract for this project all in accordance with our specifications.

**Prepared by:** Gary Warnberg Director, Procurement

*Gary Warnberg*

**Approved by:** Steven A. Kotke, P.E. Director of Public Works

*Steven A. Kotke*

Permanent Review Committee (PRC)	Approved _____	Not Applicable <u>XXX</u>
Policy Review Group (PRG)	Approved _____	Not Applicable <u>XXX</u>

<b>Reviews:</b>	
Civil Rights Approval	Not Required - under \$50,000.00
<b>Financial Impact</b> (Check those that apply)	
<input checked="" type="checkbox"/> No financial impact - or - Action is within current department budget. (If checked, go directly to Background/Supporting Information)	
<input type="checkbox"/> Action requires an appropriation increase to the Capital Budget	
<input type="checkbox"/> Action requires an appropriation increase to the Operating Budget	
<input type="checkbox"/> Action provides increased revenue for appropriation increase	
<input type="checkbox"/> Action requires use of contingency or reserves	
<input type="checkbox"/> Business Plan: <input checked="" type="checkbox"/> Action is within the plan <input type="checkbox"/> Action requires a change to plan	
<input type="checkbox"/> Request provided to department's Finance Department contact when provided to the Committee Coordinator	
<b>Community Impact</b>	
Neighborhood Notification:	Not Applicable
City Goals:	City's infrastructure will be well maintained
Comprehensive Plan:	Not Applicable
Zoning Code:	Not Applicable

**Background/Supporting Information:**

Tabulation of two (2) bids received on Official Publication No. 7014 for Internal Illumination Signs is attached.

Attachments - Tabulation Sheet

cc: W. Prince

"BIDS FOR NEW INTERNAL ILLUMINATION SIGNS" - P/W Transportation

Official Publication #7014  
 Bids Opened 10 AM, CDST  
 August 19, 2008  
 Minneapolis, MN

*Sched  
 heavy  
 signs*      *Top line  
 advertising  
 sign*

Haaf Ramp      Lump Sum

\$      *20,800.00*      *25,727.50*

Government Center Ramp  
 Lump Sum

\$      *21,640.00*      *31,290.00*

**Total for Both Items**

\$      *42,440.00*      *57,017.50*

Completion Date - days after  
 receipt of Notice to Proceed

*80*      *60*

We, the undersigned, hereby certify that the above bids were publicly opened and read aloud:

*P. O'Brien*

FOR THE: FINANCE OFFICER

*Christine Beck*

ASST. DIRECTOR, PURCHASING