



MEMORANDUM

TO: William "Bill" Ware, Chairperson
Economic and Community Development Committee

FROM: William J. Heniff, AICP, Director of Community Development *WJH*

DATE: June 2, 2010

SUBJECT: **Downtown Improvement and Renovation Grant Program: 128 W. St. Charles Road**

The Community Development Department has received an application for the Downtown Improvement and Renovation Grant Program for Thomas J. Masterson and Company, located at 128 W. St. Charles Road. The completed improvements include purchase and installation of a replacement awning across the front of the tenant space.

The applicant has submitted two bids for the proposed work:

Vendor	Price Quote
Thatcher Oaks Inc.	\$1,458
Chesterfield Awning Co., Inc.	\$1,692

The proposed replacement awning would be similar to the existing awning and would display the name of the business on the front valance as shown on the attached photo. The applicant is eligible to receive up to \$728 from the Improvement and Renovation Grant program. Because the request is under \$10,000, it does not require approval from the Board of Trustees.

ACTION REQUESTED

Staff requests that the Economic and Community Development Committee approve the application request approving the grant disbursement in the amount of \$728.



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Downtown Improvement and Renovation Grant Program Pre-A

Please fill out the application below and return it, with proper signatures, to:

Village of Lombard
Attn: Community Development Department
255 E. Wilson
Lombard, IL 60148

Or Fax to: (630) 629-2374
Attn: Community Development Department

1. A. Building Address
and Description:*

*128-132 W. St Charles Rd
Lombard IL*

1. B. Property
Identification Number:*

1. C. Legal Description
of Property:*

2. A. Owner's Name:*

Thomas J. Masterson

2. B. Owner's Address:*

*128 W. St. Charles Rd
Lombard IL 60148*

2. C. Daytime Phone
Number: (*)

630 889-0092

3. Current tenant,
building address, lease
terms and description
of business (use
additional sheet if
necessary):*

*Thomas J. Masterson
and Company*

4. Proposed

New Awning

improvements and
renovations:*

5. Plans/drawings prepared by:
Name:*

N/A

Address:*

Daytime Phone
Number: (*)

Estimated cost of the
improvements and
renovations:*

\$1458.00

Statement of Understanding

The applicant (undersigned) agrees to comply with the guidelines and procedures of the Improvement and Renovation Grant Program and the specific design recommendation of Community Development.

The applicant must submit detailed cost documentation, copies of building permits and all waivers of lien upon completion of work.

The applicant, owners and all contractors must comply with all federal and local regulations.

Business Owner Signature:

[Signature]

Date: *5/3/10*

Property Owner Signature:

[Signature]

Date: *5/3/10*

* indicates required fields.

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**QUOTATION
THATCHER OAKS INC
AWNINGS AND SIGNS**

718 Industrial Drive
Elmhurst, IL 60126
(630) 833-5700 Fax (630) 333-4394

CHICAGOLAND'S FULL SERVICE AWNING & SIGNS COMPANY
COMMERCIAL-INDUSTRIAL
CUSTOM DESIGNED FABRIC AWNINGS & SIGNS
COMMERCIAL CLEANING AND MAINTENANCE

TO: Thomas J. Masterson & Company
128 W. St. Charles Rd.
Lombard, IL
60148

Date: 04/26/2010
Quote #: 19233
Delivery:
Terms 1/2 Deposit Balance on Completion

DESCRIPTION	AMOUNT
<p>Project Location: Thomas J. Masterson and Company</p> <p>Recover existing awning system approximately 4' height by 16' length by 3' projection from building. Remove existing awning from site and return to Thatcher Oaks Awnings. Remove and dispose of existing awning fabric. Clean, inspect, and repair existing awning frame where necessary. Furnish and cover awning frame with new Sunbrella fabric (yellow/white 5702) which will match fabric that is currently on frame and will carry the Sunbrella 10 year limited warranty. Furnish and apply 3M high performance vinyl graphics - light navy (PMS 289C) reading: Thomas J. Masterson and Company on valance portion of awning. Awning system will be installed in exact area from where it was removed.</p> <p>Our quotation includes sales tax. Our quotation does not include the cost of permits that may be required by the city of Lombard.</p> <p>Thank you for the opportunity you have presented Thatcher Oaks Awnings.</p> <p>Brian Davis</p> <p align="right">Total Cost for Items on Quotation.....</p>	<p align="right">1458.00</p>

It is the intent of the Seller to deliver to Buyer the products so stated in this contract, within the time frame so stated, subject to our ability to produce materials, and is subject to labor disputes, acts of God, and other delays beyond our control.

CUSTOMER DEPOSIT IS NON REFUNDABLE 5 DAYS AFTER ACCEPTANCE OF CONTRACT.

For the purpose of securing payment and performance of the obligation hereunder, Seller shall have, and Buyer hereby grants to Seller, a purchase money security interest in said property. The property and all of the apparatus, appliances, supplies, accessories and parts remain the property and security of Seller for said indebtedness until this contract is paid in full. In the event Seller has to remove property due to nonpayment, any monies paid on account shall remain the property of Seller as liquidated damages, and any reinstallation shall be subject to renegotiation. All new installations are guaranteed against defect in material or workmanship for three years after installation.

ACCEPTED _____ DATED _____ BY _____
BUYER SELLER

DEPOSIT _____ We May Withdraw this proposal if not accepted within ___ days.



Chesterfield Awning Co., Inc.

16999 Van Dam Road - South Holland, Illinois 60473

— (708) 596-4434 — Fax: (708) 596-9469 — website: www.chesterfieldawning.com —

Thomas J Masterson & Company
128 W St. Charles Rd.
Lombard, IL. 60148
Phone: (630) 889-0092 (Thomas)
Fax: (630) 889-0096

April 29, 2010

CONTRACT/ESTIMATE

One (1) canvas awning recovered.

Style: Traditional storefront with hold down bars and pockets accordingly.

Sizes: 1 @ 15'-6" wide x 4'-0" projection x 3'-6" drop

Material: Sunbrella standard (color/pattern to be determined)

Frame: Reuse as is

Border: 10" (to be determined)

Binding: (to be determined)

Graphics: Thomas J Masterson and Company

Method: painted (color to be determined)

Please Note: Customer to reuse existing permits

Total price \$1,692.00

Down payment _____

Balance due _____

Installation: Approx. 3 to 5 weeks upon down payment

Terms: 50% down payment, balance due upon completion

Customer: _____ Salesperson: Russell Boersma

After the company goes into production on this merchandise, this contract cannot be canceled and the purchaser is responsible for the whole amount contracted herein. The merchandise is the property of the Chesterfield Awning Company, Inc. until the whole amount of the contract is paid in full. A service charge of 1½ percent monthly will be added to any unpaid balance after 30 days from installation. This is an effective annual rate of 18 percent.

