

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
**For Inclusion on Board Agenda**  
**Bids and Proposals**

TO : President and Village Board of Trustees  
FROM: Scott Niehaus, Village Manager  
DATE : August 8, 2018 Agenda Date: August 16, 2018  
TITLE: Public Information Notification Signage  
SUBMITTED BY: Carl Goldsmith, Director of Public Works *CG*

**RESULTS:**

Date Bids Were Published: July 19, 2018 Bidding Closed: August 9, 2018

Total Number of Bids Received 3

Total Number of Bidders Meeting Specifications 3

Bid Security Required       X       Yes        No

Performance Bond Required        Yes       X       No

Were Any Bids Withdrawn        Yes       X       No

Explanation:

Waiver of Bids Requested?        Yes       X       No

If yes, explain:

Award Recommended to Lowest       X       Yes        No

Responsible Bidder?

If no, explain:

**FISCAL IMPACT:**

Engineer's estimate/budget estimate \$125,000

Amount of Award \$113,990.00 Hotel Motel Tax Fund (240.270.112.75770)

**BACKGROUND/RECOMMENDATION:**

Award a contract in the amount of \$113,990.00 to Omega Sign & Lighting of Addison, IL for the purchase and installation of a Public Information Notification Sign to be located at 20 E. St. Charles Road and 2020 S. Highland Avenue.

Has Recommended Bidder Worked for Village Previously        Yes       X       No

If yes, was quality of work acceptable        Yes        No

Was item bid in accordance with Public Act 85-1295?       X       Yes        No

Waiver of bids - Public Act 85-1295 does not apply        Yes

**REVIEW (as needed):**

Village Attorney XX \_\_\_\_\_ Date \_\_\_\_\_

Finance Director XX \_\_\_\_\_ Date \_\_\_\_\_

Village Manager XX \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: All materials must be submitted to and approved by the Village Manager's Office by 4:30 pm, Wednesday, prior to the Board Agenda distribution.**



August 9, 2018

TO: Village President and Board of Trustees

THROUGH: Scott Niehaus, Village Manager

FROM: Carl S. Goldsmith, Director of Public Works *g*

SUBJECT: Public Information Notification Signage

**Background**

The Village Board of Trustees included funds in the 2018 Capital Improvements Plan for the purchase and installation of electronic message boards at the 20 E. St. Charles Road and 2020 S. Highland Avenue. These signs will be installed on property owned and maintained by the Village of Lombard that serves as a commuter parking facility and a fire station, respectively. The sign at 20 E. St. Charles Road will replace the current system of banners located at Park Avenue and St. Charles Road to display community related information, which is an efficient means to notify the public of Village related information. The signs will allow greater dissemination of Village information to the public and can be used to display emergency information as needed, as well as information from approved community and civic groups. The signs will match the content and aesthetics of the sign that was constructed at Main Street and Wilson in 2017.

The proposed signs are free standing signs that will contain two automatic changeable copy boards. The size of the signs is approximately 11' tall by 7'3" wide. Due to the proposed size of the sign and changeable copy sign board, the Village presented the matter to the Plan Commission on March 26, 2018. The Village sought four variances to the Village Code. The variances included the following:

1. A variance from 153.210 to allow an ACC on properties with less than 300' of frontage.
2. A variance from 153.210(E) to allow for an automatic changeable reader board of twenty-four (24) square feet, where sixteen (16) square feet is allowed by code;
3. A variance from 153.219(A) to allow for an institutional sign of thirty-five (35) square feet, where thirty-two (32) square feet is allowed by code; and
4. A variance from 153.219(B) to allow for an institutional sign of ten feet (12') in height, where six feet (6') in height is allowed by code.

The Commissioners voted 5-0 to recommend approval and added one condition: that no additional signs or temporary banners be allowed on the property. The Village Board of Trustees approved these variances at the April 5, 2018 meeting.

The bid document contained a base bid for a 10 mm LED screen and an alternate for a lower resolution 16 mm LED screen. Bids were due by 2:00 pm on August 9, 2018 at which time the bids were publically opened and recorded. There were three (3) plan holders and the Village received bids from three (3) vendors. The bids are summarized below:

	Parvin-Clauss Sign Company 165 Tubeway Drive Carol Stream, IL 60188	Omega Sign & Lighting 100 W. Fay Avenue Addison, IL 60101	Correct Digital Display 3677 N IL RT 71, Unit C Sheridan, IL 60551
Base Bid	\$115,970.00	<b>\$113,990.00</b>	\$119,404.10
Alternate #1 (16 mm)	\$85,728.00	\$88,748.00	\$81,990.50

The bid tabulation is attached with the recommendation of awarding a contract to Omega Sign & Lighting of Addison, IL as the lowest qualified bidder for the base in an amount of \$71,438.00

The sign will contain decorative bases that have masonry that matches the stone on the Great Western Trail Bridges and other amenities and features located in the downtown area. Attached to this memo is a depiction of the sign, which meets the specifications, included in the Bid Specifications. Staff will work with the vendor on the final design of the Village identification panel located above the LED message center. The Village will be responsible for the provision of the electricity to power the sign. The contractor will perform the installation of the sign and make all electrical connections. Included in the purchase is IP based software that will allow off-site management of the content of the sign. The vendor will provide a cellular connection for a period of 5 years, with the price being included in the bid price. The day-to-day management of the sign content and messaging will be handled by the Village Manager's Office staff.

**Recommendation**

The Public Works Department recommends that the Village Board of Trustees award a contract to Omega Sign & Lighting of Addison, Illinois in an amount not to exceed \$113,990.00. Please submit this recommendation to the Board of Trustees for their approval at the August 16, 2018 meeting.



## VILLAGE OF LOMBARD

### CONTRACT

CONTRACT DOCUMENT NUMBER FM 18-10

This agreement is made this the 16<sup>th</sup> day of August, 2018, between and shall be binding upon the Village of Lombard, an Illinois municipal Corporation hereinafter referred to as the "VILLAGE" Omega Sign & Lighting, Inc. hereinafter referred to as the "CONTRACTOR" and its successors.

Witnessed, that in consideration of the mutual promises of the parties delineated in the contract documents, the CONTRACTOR agrees to perform the services and the VILLAGE agrees to pay for the following services as set forth in the contract documents:

#### **PUBLIC INFORMATION NOTIFICATION SIGN**

1. This contract shall embrace and include all applicable contract documents listed below as if attached hereto or repeated herein:
  - a. Specification and contract document no. FM 18-10 for Public Information Notification Sign, consisting of the following:
    - i) Cover Sheet
    - ii) Table of Contents
    - iii) Invitation to Bid on Contract Document No. FM 18-10
    - iv) General Terms, Conditions and Instructions
    - v) Specific Terms, Conditions and Instructions
    - vi) Bid Proposal Form (Addendum #2)
    - vii) Specification Deviation Form
    - viii) Contract Document No. FM 18-10
    - ix. Contractor's Certification
    - x. Required Performance and Payment Bonds and Certificate of Insurance
2. The Village agrees to pay, and the Contractor agrees to accept as full payment for the items, and installation of the same, which are the subject matter of this contract the total sum of \$71,438 paid in accordance with the provisions of the Local Government Prompt Payment Act.
3. The Contractor represents and warrants that it will comply will all applicable Federal, State and local laws concerning prevailing wage rates and all Federal, State and local laws concerning equal employment opportunities.

4. The Contractor shall commence work under this Contract upon written Notice to Proceed from the Village and shall complete work on this project within 90 calendar days from the date of the Notice to Proceed. Time is of the essence of this Contract and Contractor agrees to achieve completion within the contract time by all proper and appropriate means including working overtime without additional compensation.
5. Bonds required to guarantee performance and payment for labor and material for this work shall be in a form acceptable to the Village and shall provide that they shall not terminate on completion of the work, but shall be reduced to ten percent (10%) of the contract sum upon the date of final payment by the Village for a period of one (1) year to cover a warranty and maintenance period which Contractor agrees shall apply to all material and workmanship for one (1) year from the date of issuance of the final payment by the Village.
6. Pursuant to the provisions of Section 5 of the Mechanics' Lien Act of Illinois, prior to making any payment on this contract the Village demands that the Contractor furnish a written statement of the names of all parties furnishing labor and/or materials under this Contract and the amounts due or to become due on each. This statement must be made under oath or be verified by affidavit. Final payment shall not be issued by the Village nor shall any retained percentage become due until releases and waivers of lien have been supplied as the Village designates.
7. In executing this Contract, Contractor agrees that it has examined the site of the work and the conditions existing therein, has examined the Contract Documents and taken and compared field measurements and conditions with those Documents.
8. This Contract represents the entire Agreement between the parties and may not be modified without the written approval of both parties.

IN WITNESS WHEREOF, the Village of Lombard, Illinois by Keith T. Giagnorio, Village President, and the Contractor have hereunto set their hands this 16<sup>th</sup> day of August, 2018.

If an individual or partnership, all individual names of each partner shall be signed or if a corporation, an officer duly authorized shall sign here:

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Individual or Partnership \_\_\_\_\_ Corporation \_\_\_\_\_

\_\_\_\_\_  
By Position/Title

\_\_\_\_\_  
By Position/Title

\_\_\_\_\_  
Print Company Name

THE VILLAGE OF LOMBARD, ILLINOIS

Accepted this \_\_\_\_\_ day of August, 2018.

\_\_\_\_\_  
Keith T. Giagnorio  
Village President

Attest:

\_\_\_\_\_  
Sharon Kuderna  
Village Clerk

Approved contents of contractual documents:

\_\_\_\_\_  
Thomas P. Bayer  
Village Attorney

\_\_\_\_\_  
Date