

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
APRIL 22, 2008 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Bid: Traffic Sign Blanks	Resolution Ordinance ✓ Motion Discussion Only	Robin A. Weaver Interim Director of Public Works

SYNOPSIS

A motion is requested to award a contract for the 2008 Traffic Sign Blanks in an amount not to exceed \$18,000 to US Standard Sign.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2007-2012 identified *Exceptional Municipal Organization*. A supporting objective of this goal is *Top Quality Core Services Responsive to Current and Future Community and Citizen Needs*.

FISCAL IMPACT

The FY 08 Municipal Budget includes \$18,000 for this project in the General Fund. The Village will not purchase materials beyond the budgeted amount.

RECOMMENDATION

Approval on the May 6, 2008, consent agenda

BACKGROUND

Pursuant to the Purchasing Policy, the Village has requested bids from vendors that provide this service. The Village has received six bids for this contract, which will be in affect from June 1, 2008, through December 31, 2008.

Bids were received on April 10, 2008. A synopsis of the bids is as follows:

Bidder	Bid Amount
3Municipal Supply & Sign Company	\$51,106.75
Rocal, Inc.	\$49,300.25
Custom Products Corp.	\$43,803.25
Vulcan Aluminum	\$40,945.75
Osburn Associates, Inc.	\$41,013.00
US Standard Sign	\$38,989.75

Bids were based on unit prices for materials. Because the FY08 municipal budget includes \$18,000 for these materials, the proposed contract includes a not to exceed amount of \$18,000. US Standard Sign was the Village's Contractor in 2007 for this same contract, and has performed satisfactorily in terms of delivery of quality materials and customer service.

ATTACHMENTS

Contract Signature Page

Village of Downers Grove

BID/CONTRACT FORM

*****THIS BID WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

Entire Block Must Be Completed When A Submitted Bid Is To Be Considered For Award

BIDDER:

US Standard Sign
Company Name

Date: 4-2-08

11400 W. Addison St.
Street Address of Company

bids@ussstandardsign.com
Email Address

Franklin Park, IL 60131
City, State, Zip

Dan Martin
Contact Name (Print)

(847) 455-7446
Business Phone

(847) 455-7446 x2236
24-Hour Telephone

(847) 455-3330
Fax

Steve Fallon
Signature of Officer, Partner or Sole Proprietor

Steve Fallon C.O.O.
Print Name & Title

ATTEST: If a Corporation

Ronald - President
Signature of Corporation Secretary

VILLAGE OF DOWNERS GROVE:

Authorized Signature

ATTEST:

Title

Signature of Village Clerk

Date

Date

In compliance with the specifications, the above-signed offers and agrees, if this Bid is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.