

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: June 22, 2015
	Agenda Item No. 43C Roll Call No. <u>15-1052</u> Communication No. <u>15-320</u> Submitted by: Benjamin R. Page, Park and Recreation Director

AGENDA HEADING:

Approving payment to Chestnut Sign Company Inc., for additional work on Phase IV Park Signage Fabrication and Installation Services in the amount of \$18,449.

SYNOPSIS:

Recommend approving change order payment of \$18,449 to Chestnut Sign Company Inc., (Donovan Chestnut, President, 971 NE Broadway Avenue, Des Moines, IA 50313) for additional like signage at bid price on Phase IV Park Signage Fabrication and Installation Services including one (1) additional sign for Ashley Okland Playground grand opening. The original contract for Phase IV Park Signage Fabrication and Installation Services was awarded to Chestnut Sign Company on June 12, 2014, in the amount of \$91,021. This amount was low bid of three (3) bids received.

FISCAL IMPACT:

Amount: \$18,449

Funding Source: Fiscal Year 2014-15 Capital Improvement Program, Park Improvements—Park Improvements Park Entry Signs Phase IV, C040PK99/PKS137. Discretionary funding is available in the CIP for this expense, and it will not impact other project schedules.

ADDITIONAL INFORMATION:

Chestnut Sign submitted the low bid for the original contract. The second and third low bids ranged from \$96,735 - \$106,705.24. The Ashley Okland sign was added to the contract as part of an agreement with Variety - The Children’s Charity of Iowa to install a permanent sign for the playground upon the completion of the playground construction. Due to the timely nature of the completion of the playground, the sign was added to the existing open contract. Adding the Ashley Okland sign reduced the amount of staff time required to open an additional contract to produce a single sign for the Ashley Okland Playground project and reduced the overall cost of the sign through a savings through quantity.

After fabrication began on the park signs, the Fairmont Park Neighborhood Association requested a park sign as recompense since their playground equipment and small restroom building were removed due to playground safety requirement changes and ADA restroom restrictions. As the contract was still open, parks staff decided to add the Fairmount Park sign to the existing scope of the project. The sign for Fairmont Park was added to the original contract through change order #1, also corrected in change order #1 was a discrepancy in the price for Witmer Park sign in the original bid. Witmer Park already had a concrete footing as part of a previous phase of signage therefore the price of the footing

was subtracted from the bid price for the Fairmont sign, therefore change order #1 increased the total contract by \$7,089.00 to a total of \$98,110.00.

Later in the construction process, the Ashley Okland Playground was completed and needed a sign as part of the City's agreement with Variety- The Children's Charity of Iowa, so the Ashley Okland sign was also added to the contract putting the total contract amount over the 10% increasable limit allowed by procurement ordinance.

PREVIOUS COUNCIL ACTION(S):

Date: June 9, 2014

Roll Call Number: [14-0875](#)

Action: [Chestnut](#) Sign (Don Chestnut, President) for sign fabrication and installation services at various park sites for use by the Park & Recreation Department, \$91,021. (11 bids mailed, three (3) received). Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the first floor of City Hall, 400 Robert D. Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.