



Property Committee Agenda
Room 400, Government Center

Thursday, April 6, 2006

3:00 p.m.

1. Roll Call
2. Chairman's Approval of Minutes – March 2, 2006
3. Departmental Matters:
 - A. Jack Moody, Director, Facilities Management
 - 1) Items to be Presented for Action:
 - a) Request Approval of Bid to Replace Fairview Campus Sign
 - 2) Items to be Presented for Information:
 - a) Update on Major Remodeling Projects
 - b) General Report
 - c) Other
 - B. John Zeunik, County Administrator
 - 1) Items to be Presented for Information:
 - a) Adequate Parking for Visitors to the Sheriff's Department
 - b) General Report
 - c) Other
4. Other Business and Communications
5. Recommend Payment of Bills and Transfers, if any, to County Board
6. Adjournment

1-8



Facilities Management

104 W. Front Street, P.O. Box 2400

Bloomington, Illinois 61702-2400

(309) 888-5192 voice

(309) 888-5209 FAX jack.moody@mcleancountyil.gov

To: The Honorable Chairman and Members of the Property Committee
Mr. John M. Zeunik, County Administrator

From: Jack E. Moody, CFM
Director, Facilities Management

Date: March 27, 2006

Subj: Replacement Exterior Sign for Fairview Campus

Early this year the Property Committee asked me to investigate replacing the ground mounted exterior sign at the Fairview Campus with a new, larger sign. The Committee then reviewed a larger, easier-to-read sign design, which we had approved by the Town of Normal sign code enforcement officials. The Town of Normal officials approved the larger sign to be 16' wide by 7' high (standing on 3' supports).

We then wrote bid specifications and mailed them to ten (10) area sign firms. We also advertised the Request for Bid notice in the periodical of general distribution (the Pantagraph).

As specified, a bid opening was conducted on Friday, March 24, 2006. A total of three bids were received and opened in a public bid opening at the Law and Justice Center. Enclosed, please find a copy of the Bid Tabulation Sheet and a copy of all three bids. The low bidder was Fast Signs, 2109 N. Veterans Parkway, Suite 6, Bloomington, Illinois in the amount of \$10,774.50.

All three firms are reputable firms. Therefore, we would like to request and recommend the low bid submitted by Fast Signs be approved for replacing the Fairview Campus Sign.

We discussed funding with Mr. John M. Zeunik, County Administrator who will make a recommendation to the Committee.

I am pleased to answer any questions.

Thank you for your kind consideration of this matter.

JEM: enclosures

**BID OPENING
FAIRVIEW SIGN
FRIDAY, MARCH 24, 2006 AT 2:00 P.M.
Law and Justice Center E.M.A. Ops Room
BID TABULATION SHEET:**

<u>Bidder:</u>	<u>Bid:</u>	
1. <u>Prairie Signs</u>	\$ <u>12,200.00</u>	_____
2. <u>Sign-A-Rama</u>	\$ <u>13,959.00</u>	_____
3. <u>Fast Signs</u>	\$ <u>10,774.50</u>	_____

Bid Opening Officiated by:

Jack Moody

2:05 PM 3/24/06

RECEIVED

MAR 24 2006

Facilities Mgt. Div.

Bidder's Name: FASTSIGNS
 Bidder's Address: 2109 N VETERANS
Suite 6
 City/State/Zip Code: BLOOMINGTON, IL 61704
 Telephone Number: 309.661-1300

To: **McLean County Facilities Management**
104 W. Front Street
Bloomington, Illinois 61702-2400

To Whom it May Concern:

I have received and reviewed the bid documents and specifications entitled "INVITATION TO BID: REPLACEMENT EXTERIOR SIGN FOR FAIRVIEW CAMPUS."

I have examined all documents and the referenced specifications on the bid documents and have familiarized myself with the local delivery, installation, and other conditions affecting the scope of this project and do herewith submit the following bid.

In submitting this bid, I agree:

1. To hold my bid valid for a minimum of sixty (60) days from the stated expiration date of the receipt of all bids.
2. To enter into and accept a purchase order from COUNTY if awarded on the basis of my bid.
3. To furnish Certificates of Insurance in accordance with the instructions contained in the bid packet.
4. To perform complete installation in accordance with the bid specifications.
5. To ensure that all sign materials and the installation fully complies with all federal, state, and local codes, laws, ordinances, regulations, policies, and provisions governing same.
6. Please see attached/returned Bid Submission Sheet which is our bid for this project.
7. That I am authorized by my firm to submit and sign bids.
8. To warrant sign for one year from date of completed installation. (Excludes bulbs)

GREG SMITH

Bidder's Printed Name

[Signature]

Bidder's Signature

GEN MGR

Title of Bidder

3-23-06

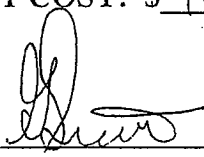
Date Submitted

Bidder's Name: GREG SMITH

Bidder's Company: FASISIGNS

Fabrication and complete installation of the new sign (includes removal and disposal of the current sign)

TOTAL PROJECT COST: \$ 10,774⁵⁰

Bidder's Signature: 

Date: 3-23-06

RECEIVED

MAR 24 2006

Facilities Mgt. Div.

Bidder's Name: Prairie Signs, Inc.
 Bidder's Address: 1215 Warriner Ave.
Normal, IL 61761
 City/State/Zip Code:
 Telephone Number: (309) 452-0463

To: **McLean County Facilities Management**
104 W. Front Street
Bloomington, Illinois 61702-2400

To Whom it May Concern:

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8. To warrant sign for one year from date of completed installation. (Excludes bulbs)

Clayton Follin
Bidder's Printed Name

Sales Representative
Title of Bidder

[Signature]
Bidder's Signature

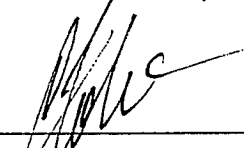
3/23/2006
Date Submitted

Bidder's Name: Clayton Follin

Bidder's Company: Prairie Signs

Fabrication and complete installation of the new sign (includes removal and disposal of the current sign)

TOTAL PROJECT COST: \$ 12,200.00

Bidder's Signature: 

Date: 3/23/06

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Bidder's Form

RECEIVED

MAR 24 2006

Facilities Mgt. Div.

Bidder's Name: Sign - A - Rama
Bidder's Address: 308 S. Eldorado

City/State/Zip Code: Bloomington, IL 61704
Telephone Number: 309-661-2559

To: **McLean County Facilities Management**
104 W. Front Street
Bloomington, Illinois 61702-2400

To Whom it May Concern:

I have received and reviewed the bid documents and specifications entitled "INVITATION TO BID: REPLACEMENT EXTERIOR SIGN FOR FAIRVIEW CAMPUS."

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John E. Mincy
Bidder's Printed Name

Owner
Title of Bidder

[Signature]
Bidder's Signature

March 21, 2006
Date Submitted

Bidder's Name: John Mincy

Bidder's Company: Sign-A-Rama

Fabrication and complete installation of the new sign (includes removal and disposal of the current sign)

TOTAL PROJECT COST: \$ 13,959.00

Bidder's Signature: John E. Mincy

Date: March 21, 2006