



## MEMORANDUM

**To:** Mayor and City Council

**From:** Mike Garza, P.E., Director of Public Works

**Date:** September 26, 2023

**Reference:** Consider approval of awarding Bid #Q-0823-01 Wayfinding Signs to National Sign Plazas; for the purchase and installation of wayfinding signs; in the amount of \$91,246.00; as provided for in the General Fund, Assigned Fund Balance; and authorizing the City Manager to sign any necessary documents.

**2040: Enhance the Unique 'Community Oasis' Experience**

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**Introduction:**

This memo is provided to consider approval to award a contract with National Sign Plazas, for the purchase and installation of wayfinding signs in the amount of \$91,246.00, as provided for in the General Fund, Assigned Fund balance.

**Background:**

In 2008, the City initially purchased 60 wayfinding signs to be installed across the city. Subsequently, in 2015, many of these signs required replacement due to fading. At that time the City moved to a more robust enamel sign panel designed to reduce fading over time. However, these replacement sign panels could not be modified by staff due to the enamel face, leading to difficulties in installation. In addition, these sign panels were much heavier, leading to issues with weight distribution and support.

The current project aims to address these issues by replacing all signs with engineering grade UV reflective sheeting. To minimize costs, the existing poles, frames, and foundations will be reused where they are in good shape, not leaning, etc. However, in certain locations, new foundations, poles, frames, and signs will be necessary. The scope of the project is described below:

- Total locations: 60
- New poles and signs: 18 locations
- New foundations, poles, frames, and signs: 8 locations

In August 2023, four (4) bids were received from contractors to complete this work, ranging from \$91,246.00 to \$211,000.00. The lowest bid was from National Sign Plazas, and they have done similar projects for other municipalities in the metroplex.

**Benefit to the Community:**

This project will improve the wayfinding for residents and businesses throughout Coppell.

**Legal Review:**

The City's standard construction contract has been reviewed by Legal periodically, with changes made as requested.

**Fiscal Impact:**

The fiscal impact of this agenda item is \$91,246.00 as provided for in the General Fund, Assigned Fund Balance.

**Recommendation:**

The Public Works Department recommends approval of this contract.