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## MEMORANDUM

**To:** Mayor and City Council

**From:** Edie Damann, Marketing & PR Manager

**Date:** September 08, 2014

**Subject:** Discussion of Contract for Fabrication and Installation of Brook Run Trail Signage (Phase II)

### ITEM DESCRIPTION

The RFQ Review Team recommends awarding the contract for Fabrication and Installation of Brook Run Trail Signage (Phase II) to Creative Impressions.

### BACKGROUND

The city solicited quotes from qualified consultants to provide fabrication and installation services of trail signage including: trail information kiosks, distance markers, regulatory signs, and EMS signs, for phase 1 and 2 of the Brook Run Trail.

Firms were asked to submit their quotes based on the completed design documents and sign schedule, which outlined the quantity of signs and types of materials to be used. Separate quotes were submitted for Phase 1 and Phase 2 by each firm. The city received 13 responses.

The city selected Creative Impressions to fabricate and install the signage for Phase 1 of the Brook Run Trail based on experience and cost. The installation of those signs was completed by Monday, August 25, 2014. The Phase 2 fabrication and installation project has a time frame of 90 days and anticipated completion is December 2014.

### FUNDING

The total cost for the complete fabrication and installation for phase 2 of the Brook Run Trail by Creative Impressions is \$52,662.60. The City Council approved \$300,000 for city and park signage in the 2014 Capital Projects Fund.

### RECOMMENDATION

Staff respectfully requests that Council: (1) award the contract for fabrication and installation of trail signage for Phase 2 of the Brook Run Trail to Creative Impressions for \$52,662.60 (2) authorize staff to provide funding for the contracts; and (3) authorize the City Manager to execute the necessary documents following satisfactory review by legal counsel.

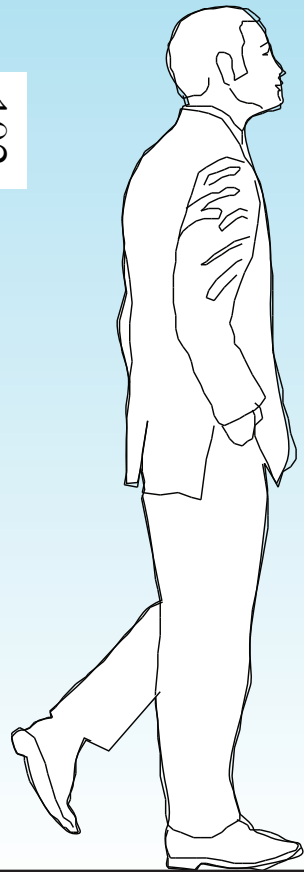
Michael G. Davis Mayor

Denis Shortal City Council Post 1  
Jim Riticher City Council Post 2  
Doug R. Thompson City Council Post 3

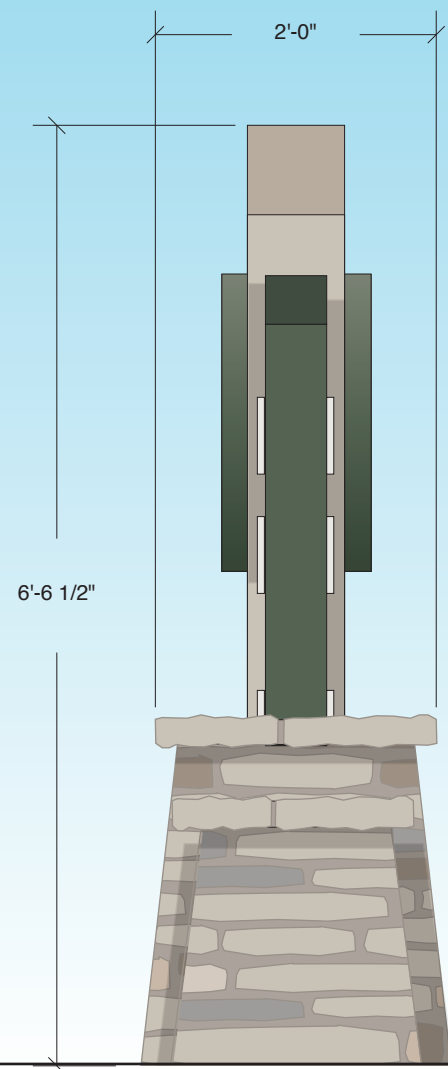
Terry Nall City Council Post 4  
Lynn Deutsch City Council Post 5  
John Heneghan City Council Post 6



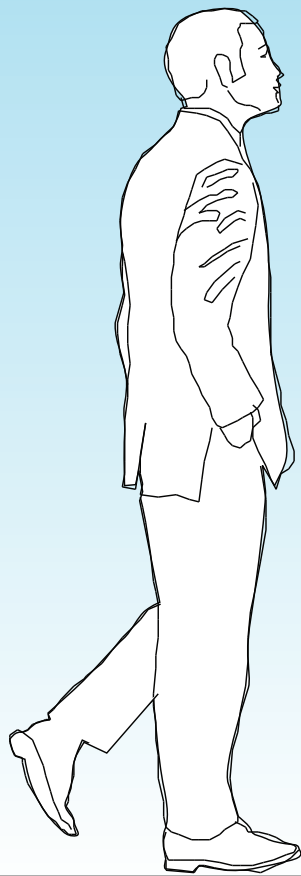
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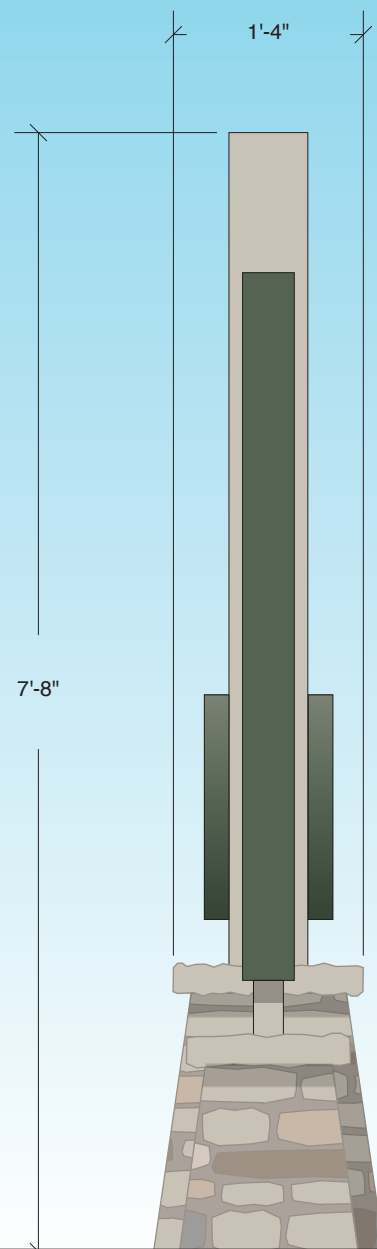
1 TRAILHEAD MARKER - FRONT ELEVATION  
SCALE: 3/4" = 1'-0"



2 TRAILHEAD MARKER - SIDE ELEVATION  
SCALE: 3/4" = 1'-0"

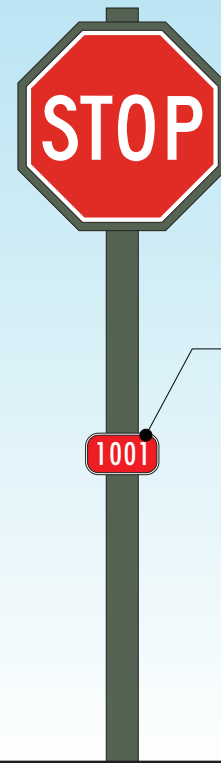
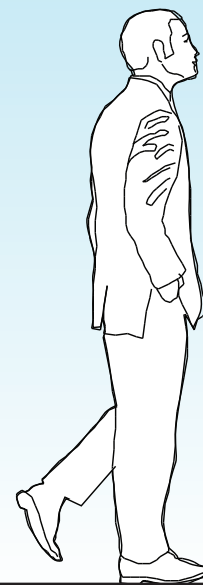
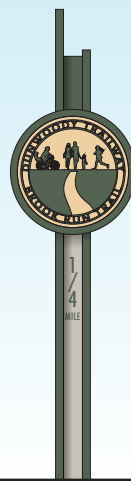
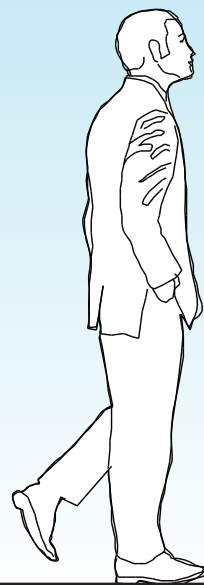


1 TRAIL MAP KIOSK - FRONT ELEVATION  
SCALE: 3/4" = 1'-0"



2 TRAIL MAP KIOSK - SIDE ELEVATION  
SCALE: 3/4" = 1'-0"

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EMS SIGNAGE



1 DISTANCE MARKER (WITH AND WITHOUT STONE BASE) - FRONT ELEVATION  
SCALE: 1/2" = 1'-0"

2 DISTANCE MARKER - SIDE ELEVATION  
SCALE: 1/2" = 1'-

3 REGULATORY SIGNAGE - FRONT ELEVATION  
SCALE: 1/2" = 1'-

4 REGULATORY SIGNAGE - SIDE ELEVATION  
SCALE: 1/2" = 1'-

Trail Signs RFQ

Score Sheet

FIRM	Bob Mullen			Brent Walker			Edie Damann			AVG Combined Scores
	Experience	Cost		Experience	Cost		Experience	Cost		
Canam Signs and Imaging	19	11	30	13.9	18.3	32.2	14	17	31	31.07
Capital Signs	25	16	41	23.1	18.1	41.2	25	15.5	40.5	40.90
Complete Signs	26	11	37	18.5	18.6	37.1	21	18.5	39.5	37.87
Creative Impressions	26	13	39	20.8	20	40.8	26	20	46	41.93
Environmental Graphics Group	7	10	17	4.7	12.7	17.4	14	5	19	17.80
Henry Graphics, INC	17	15	32	16.2	17.6	33.8	25	14	39	34.93
Image Manufacturing Group	26	14	40	27.7	16.2	43.9	28	12.5	40.5	41.47
L + H Companies	15	9	24	7	14.8	21.8	18	8	26	23.93
Option Signs & Environmental Graphics	20	8	28	25.4	15.6	41	20	9.5	29.5	32.83
Ortwein Sign Co Inc	15	5	20	9.3	7.1	16.4	23	2	25	20.47
Rayden Enterprises Inc	11	3	14	11.6	11.7	23.3	13	3.5	16.5	17.93
Signs Ect.	28	11	39	30	15.9	45.9	29	11	40	41.63
Visual Echoes Inc.	12	5	17	2.4	13	15.4	20	6.5	26.5	19.63

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<b>FIRM</b>	<b>Phase I</b>	<b>Phase II</b>	<b>Total Cost</b>
Canam Signs and Imaging	\$49,425.75	\$57,615.00	<b>\$107,040.75</b>
Capital Signs	\$49,955.00	\$58,273.00	<b>\$108,228.00</b>
Complete Signs	\$47,937.00	\$57,572.00	<b>\$105,509.00</b>
Creative Impressions	\$45,396.60	\$52,662.60	<b>\$98,059.20</b>
Environmental Graphics Group	\$71,000.00	\$83,750.00	<b>\$154,750.00</b>
Henry Graphics, INC	\$51,800.00	\$59,470.00	<b>\$111,270.00</b>
Image Manufacturing Group	\$55,765.00	\$65,809.00	<b>\$121,574.00</b>
L + H Companies	\$62,099.00	\$70,813.00	<b>\$132,912.00</b>
Option Signs & Environmental Graphics	\$57,668.99	\$68,074.06	<b>\$125,743.05</b>
Ortwein Sign Co Inc	\$124,902.00	\$151,147.00	<b>\$276,049.00</b>
Rayden Enterprises Inc	\$77,039.00	\$90,403.00	<b>\$167,442.00</b>
Signs Ect.	\$56,580.00	\$66,425.00	<b>\$123,005.00</b>
Visual Echoes Inc.	\$69,580.00	\$81,110.00	<b>\$150,690.00</b>