



Memorandum

To: Samantha D. Abell
From: Sam Wilson, Development Services Manager
Thru: Sam Wilson, Development Services Manager
Date: June 13, 2022
Subject: Approval of Award of Bid for the Wayfinding/Tri-Sided Signs to Creative Sign Designs for \$183,681.00

REQUEST:

That the City Council approve the award of bid for Wayfinding & Tri-sided Signs Construction, Permitting, and Installation to Creative Sign Designs for \$183,681.00 and authorize the Mayor to execute the contract contingent upon review and approval by the City Attorney for legal sufficiency.

BACKGROUND:

On July 30th, 2019, the Tourism Development Advisory Committee (TDAC) met, discussed, and approved the conceptual design and placement of wayfinding signage. The wayfinding and destination signs are primarily intended to help motorists navigate in and around the City using cohesive design while minimizing signage clutter. Sam Marshall Architects was hired to help spearhead the communication with TDAC and finalize the conceptual design and placement of the signs.

On December 6th, 2021, the City Council approved the award of design, preparation of bid package, and construction administration to Sam Marshall Architects for \$13,000. The Council also approved the advertisement of a competitive bid package for the Wayfinding and Destination Signs.

DISCUSSION:

On June 14th, 2022, sealed competitive bids were received via online bidding through QuestCDN.com and publicly read aloud at 2:00 p.m. in the City Council Chambers. The City received two (2) bids from Creative Sign Designs for \$183,681.00 and Southeastern Lighting Solutions, Inc. for \$196,674.00. The lowest bid was from Creative Signs Design for \$183,681.00.

FINANCIAL IMPACT:

850.934.5115 • FAX 850.934.5114
P.O. BOX 640 • 1070 SHORELINE DRIVE • GULF BREEZE, FLORIDA 32562-0640

The FY2022 TDAC budget includes funding for the construction and installation of the signs as recommended by the TDAC Board.

RECOMMENDATION:

That the City Council approve the award of bid for Wayfinding & Tri-sided Signs Construction, Permitting, and Installation to Creative Sign Designs for \$183,681.00 and authorize the Mayor to execute the contract contingent upon review and approval by the City Attorney for legal sufficiency.

ATTACHED:

[Creative Sign Designs Bid Breakdown](#)
[Submittal Bid Tab Sheet](#)

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