



CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

DATE: March 5, 2024

TO: Mark Washington, City Manager

COMMITTEE: Community Development Committee

LIAISON: Mary Kate Berens, Deputy City Manager

FROM: Tim Burkman, City Engineer
Engineering

SUBJECT: **Resolution approving an increase in the scope of work and authorizing an additional \$50,000 in expenditures to the contract with Universal Sign, Inc. for Wayfinding and Signage System Replacement for a total not-to-exceed \$551,010**

On July 11, 2023 (Proceeding No. 92714), the City awarded a contract to Universal Sign, Inc. (Universal), and authorized expenditures in the amount of \$395,475 for this project which consists of replacement of wayfinding and signage for City of Grand Rapids downtown parking lots and ramps.

During the submittal stage of the project, the number of pixels on the messaging signage was discussed. Universal stated that the specified number of pixels (5MM) for these signs would provide verbiage communication but if it were to be upgraded to 10MM, the signage would have the ability to broadcast pictures. The project team reviewed and determined that having this ability would be in the best interest of the future state of the parking structures. The upgraded signage was added to the project via Commission approved project contingency. However, in order to utilize this feature, the signage software also needs to be upgraded and this cost would exceed approved project contingency.

The signs will still work as ordered with the 10MM signage, however the signs will not have the ability to show pictures without the required software. The project team determined that incorporating these costs into this project will result in a net savings for the City because procuring and installing this feature at a later date will require going through design, bidding and approvals. The end product will provide an improved customer service experience.

The attached resolution provides for the approval of an increase in the scope of work and authorization of expenditures to the contract with Universal in the amount of \$50,000 with total expenditures not to exceed \$551,010. This amount includes the costs of the

construction contract, previously authorized design phase services by Progressive AE (PAE), construction phase services including inspection by PAE, administration, and an approximate twelve percent allowance for contingencies.

This project is being financed by the Parking System Fund.

cc: Jennifer Kasper
Aaron Terpstra

#22095

Prepared by Dustin Kuzee, Assistant Project Manager and Kristin Pfauth, Project Manager

CORRECT IN FORM

DEPARTMENT OF LAW

Your COMMUNITY DEVELOPMENT COMMITTEE recommends the adoption of the following resolution approving an increase in the scope of work and authorizing expenditures to the contract with Universal Sign, Inc. in connection with Replacement of Wayfinding and Signage Systems for the City of Grand Rapids.

WHEREAS:

1. On July 11, 2023 (Proceeding No. 92714), the City awarded a contract to Universal Sign, Inc. (Universal) for the following project:

Replacement of Wayfinding and Signage System for the City of Grand Rapids
(hereinafter referred to as the "Project"); and

2. It is necessary to increase the scope of work and authorize expenditures for the aforesaid contract; therefore

RESOLVED:

1. That the scope of work for the contract with Universal, be increased at a cost of \$50,000 with total expenditures not to exceed \$551,010 which includes the costs of the construction contract, previously authorized design phase services by Progressive AE (PAE), construction phase services including inspection by PAE, administration, and contingencies. Said amount of \$551,010 to be charged to the applicable codes currently defined as follows: \$551,010 to Code No. 5141-523-9000-9880-514115261.
2. That the Mayor is hereby authorized to execute the necessary change order upon approval as to form by the City Attorney to the aforesaid contract with Universal.
3. That the City Comptroller is hereby authorized and directed to make payment, in amounts and to said payees, as the City Engineer or his designee requests in connection with the Project.