



BUILDING AUTHORITY BOARD OF COMMISSIONERS

January 26, 2010

A meeting of the City of Petoskey Building Authority Board of Commissioners was held in the City Hall Joe C. Kilborn Conference Room at Petoskey, Michigan, on January 26, 2010. The meeting was called to order at 10:00 A.M and a roll call determined that the following were

Present: Dan Ralley, Chairperson
John Gehres, Secretary
Alan Terry, Treasurer

Absent: None

Upon motion made and seconded, the minutes of the December 9, 2009, meeting of the City of Petoskey Building Authority Board of Commissioners were approved as submitted.

Approve Signage Contract The Director of Finance reported that, as part of the proposed improvements for the Bear River Valley Recreation Area, signage would be required at various entry points to the valley and for two planned picnic shelters; and that, in researching suppliers, the City staff set certain criteria that included the ability of the sign provider to design, build, install and maintain signage, make emergency repairs in a timely manner, and a proven track record for sign manufacturing.

The Director of Finance also reported that, based upon the above criteria, signage design, and a detailed pricing proposal dated January 2, 2010, it was the City staff's recommendation that a sole source contract be awarded to Sign and Design, Petoskey, for the design, construction and installation of nine park entry and facility signs of various sizes, totaling \$34,274.40; that, at its January 18, 2010, meeting, the City Council authorized a similar contract for park entry and facility signs with Sign and Design as well; and that, if both projects were authorized, an additional discount would be deducted from the combined orders.

The Director of Finance also reported that the Building Authority Board of Commissioners was being asked to approve a sole source signage contract with Sign and Design, Petoskey, in the amount of \$34,274.40, for design, manufacturing, and installation of nine park entry and facility signs.

The Director also reported that the proposed signs would be metal with lettering applied and should last longer and would be easier to maintain than wood signs.

Mr. Gehres then moved that, seconded by Mr. Ralley, that the Building Authority does and hereby authorizes a contract with Sign and Design, Petoskey, for a sole-source contract for the design, manufacturing, and installation of signs within the Bear River Valley Recreation Area improvement project.

Said resolution was adopted by the following vote:

AYES: Gehres, Terry, Ralley (3)
NAYS: None (0)

There being no further business to come before the Building Authority Board of Commissioners, the meeting was adjourned at 10:10 A.M.

John Gehres, Secretary