



Legislation Text

File #: 18-452, **Version:** 1

Report Prepared by: Steve Carrigan, City Manager

SUBJECT: Entry Sign Consultant Contract

REPORT IN BRIEF

Seek Council approval of contract for entry sign consultant and appropriate funds from General Fund.

RECOMMENDATION

City Council - Adopt a motion:

- A. Approving a contract from Graphic Solutions for entry sign design work; and,
- B. Approving a supplemental appropriation in the amount of \$15,900 from the unreserved, unencumbered General Fund balance; and,
- C. Authorizing the City Manager or Assistant City Manager to execute the necessary documents; and,
- D. Authorizing the Finance Officer to make necessary budget adjustments.

ALTERNATIVES

- 1. Approve, as recommended by staff; or,
- 2. Approve, subject to other than recommended by staff (identify specific findings and/or conditions amended to be addressed in the motion); or,
- 3. Deny; or,
- 4. Refer to staff for consideration of specific items (specific items to be addressed in the motion); or,
- 5. Continue to a future meeting (date and time to be specified in the motion).

AUTHORITY

Charter City of Merced, Sec. 200.

CITY COUNCIL PRIORITIES

As provided for in the 2018-19 Council Priorities.

DISCUSSION

Council has had discussions on the installation of entry signs at the gateways into the community to greet people as they cross the City limits. Council created an ad hoc committee that held a Welcome Sign Contest within the community soliciting designs for gateways and slogans for the City. After

reviewing the results of the contest the City Council referred the entry sign issue to staff for further consideration.

Graphic Solutions is a firm that is familiar with Merced, having designed the wayfinding signs that direct people to various locations in the City. The City Manager has had discussions with Simon Andrews of the firm regarding potential work for the City.

The proposal from Graphic Solutions would include meeting with staff and conducting site study, reviewing the Welcome Sign Contest results and developing three concept designs. The designs would include indications for sizes, materials, colors, lighting and locations. The cost of the work is no more than \$14,900 and includes two meetings and a site visit, plus up to \$1,000 in reimbursable expenses.

At the August 20, 2018 meeting, the City Council directed staff to return with a contract to hire Graphic Solutions of San Diego to provide design services for entry signage.

IMPACT ON CITY RESOURCES

Funding is not in the 2018-19 budget, so there will need to be a supplemental appropriation from the unreserved, unencumbered General Fund balance to pay for the contract and expenses of \$15,900.

ATTACHMENTS

1. Graphic Solutions contract