



MUNICIPALITY OF West Elgin

Staff Report

Report To: Council Meeting
From: Magda Badura, CAO/Treasurer
Date: 2021-07-22
Subject: Electronic Signs Purchase

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Electronic Signs, and

That West Elgin Council hereby approves the purchase of two electronic signs from _____ in the amount of \$ _____ plus applicable taxes.

Purpose:

During 2021 Budget deliberations council decided to allocate Ontario Invest Grant fund in the amount of \$82,000.00 for the purchase and installation of two electronic signs for both villages.

Recently the municipal staff prepared an RFP (Request for Proposal) and have reached out to seven business with deadline to respond by July 16, 2021.

Five proposals have been received by the Municipal staff as per table below.

Company Name	Price (before HST)
Steel Art Signs	\$ 83,416.60
Excellent Signs & Displays	\$ 114,700.00
Everest Signs	\$ 120,000.00
Zip Signs	\$ 141,224.00
Libertevision Inc.	\$ 140,654.49

All the proposals are recommending the monument signs, which are the most durable exterior signs. The monument signs are elegant and made of materials such as aluminum, bricks, sign foam and masonry like stones. Unfortunately, when we allocate the money we used the price of a pylon signs, similar to the Municipality of Dutton-Dunwich sign that can stand above on the tall poles and hold one large sign above in the air.

Out of five proposals three have been selected for Council's feedback and decision.

Option#1

Excellent Signs & Displays Inc. - \$114,700.00 plus HST – London Ontario

Price includes:

- Supply and installation of Two (2) double sided signs, illuminated ground sign

- Signs are fabricated of welded aluminum, mounted on internal steel supports with welded base plates.
- Illumination of sign consists of white low voltage LED's
- Village letters are individual freestanding reverse channel, with halo LED lighting
- Sub text lettering and logos are routed out of aluminum, with push through acrylics'
- Excavation, rebar, anchor bolts, and concrete for footings included
- Screen size 4'3" H x 7'4" W
- Includes software and training
- Includes wireless control
- 5 years warranty
- Engineering fees for sign structure are included
- Procurement of Municipal permit included – fees not included.

OPTION #2

Steel Art Signs – \$83,416.60 plus HST - Richmond Hill, Ontario

Price includes:

- Digital ground sign with 10 RGP EMC displays
- Header panel with alum cut out village name and lower panel motif with village logo.
- Wifi connection
- Site inspections, public and private locates, hydrovac concrete foundations, re-bar, anchor bolts, signage delivery to site, installation, final electrical connection and ESA inspections, testing, set up of software and training
- Screen Size 4'2" x 7'4"

OPTION #3

Everest Signs - \$120,000 plus HST – Toronto, Ontario

Price includes:

- Shop drawings, engineering, site meetings, sign foundation, main sign cost, LED screen, installation and commissioning.
- Both signs will be made up of aluminum, all weather outdoor material.
- LED Message Board will come with the operating system/software with capability of remote connection over cloud/internet based.
- All permanent name, logos, messages to be laser/waterjet cutoff out of aluminum faces.
- All sign cabinets to be internally illuminated with LED lights in colour controlled through a Dusk to Dawn photocell controller
- Sign to be CSA approved
- Screen size 8'4" x 3'1"
- LED screen include a large high resolution, P6 pixel pitch, 2560 mm outdoor video
- LED life 100,000 hours
- Staff training will be provided
- Project may take up to 16 weeks to complete.
- Five year warranty

Financial Implications:

If Council decides with the most expensive option Ontario Invest Grant will need to be revised to cover the additional cost as per below:

Transfer from Reserves - Ontario Invests - Improve Service Delivery & Efficiency		
Beg Balance - Jan 1, 2020	\$	553,560.00
Website Development	-	37,587.69
E-agenda Software	-	8,598.72
Balance at Dec 31, 2020		507,373.59
Strategic Planning		-
Asset Management Software & Training	-	250,000.00
Keyless Access Control & Electronic Time Keeper	-	20,000.00
Conferencing Equipment	-	30,000.00
Building Inspection Software	-	7,000.00
Laserfiche Software	-	10,000.00
Electronic Sign x 2	-	120,000.00
Water Modeling Study	-	40,000.00
Sanitary Sewer Capacity Report - West Lorne	-	30,000.00
IT Improvements - 2022		-
Balance at Dec 31, 2021	\$	373.59

Policies/Legislation:

Report Approval Details

Document Title:	Electronic Signs - 2021-31-Administration Finance.docx
Attachments:	<ul style="list-style-type: none">- Excellent Signs 1.pdf- Excellent Signs 2.pdf- Excellent Signs 3.pdf- Excellent Signs 4.pdf- Steel Art Sign.pdf- Everest Sign.pdf
Final Approval Date:	Jul 20, 2021

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott